

Polk City Community Library Minutes
June 8, 2010

Maureen McGuire called the meeting to order at 7:16 p.m. at the Polk City Community Library.

Board Members Present: Kathy DeBruyn, , Maureen McGuire and Judy Nyberg

Board Member Absent:

Library Director Present: Kim Kellogg

City Council Liaison Present: Dan Lane

Approval of agenda: Judy Nyberg made a motion to approve the agenda and Kathy DeBruyn seconded the motion. Motion approved.

Approval of minutes dated May 18, 2010: Maureen McGuire made a motion to approve the minutes and Kathy DeBruyn seconded the motion. Motion approved.

Director's Report:

- a. The background check has been completed for the new intern (Katy.) She will start work at the library on June 15 and work Tuesdays and Fridays and some Saturdays.
- b. Registration for the summer reading program is this week (6/7.)
- c. Kim Kellogg and Pam Witt gave a presentation to the Kiwanis during their meeting on June 3. Some topics covered were:
 - i. An overview of the Geek program
 - ii. Library
 - iii. Programs available for adults
- d. The library received a check in the amount of \$147.26 from Open Access and ILL.

Foundation Report:

- a. The new members of the Library Foundation will meet in August.

Liaison Report – City Council meets this coming Thursday.

Unfinished Business:

- a. Fine/Overdue Policy – This policy will be placed “on-hold” until September.
- b. Evaluation forms for library employees
 - Judy Nyberg made a motion to approve the three forms developed by Kimberly Knapp and Kim Kellogg and Maureen McGuire seconded the motion. Motion approved.
- c. Library maintenance update
 - Kim Kellogg will meet with Dan Lane to discuss the library cleaning concerns.

New Business:

- a. The board reviewed the work schedule for June 2010 and May expenditures for May 2010. No questions were raised.
- b. Request from Four Seasons Festival to use the library Wii.
 - The decision to loan the Wii was tabled.

Kathy DeBruyn made a motion to adjourn the meeting at 7:56 p.m. and Maureen McGuire seconded the motion. Motion approved.