

**Polk City Community Library Minutes**  
**July 13, 2010**

Maureen McGuire called the meeting to order at 7:11p.m. at the Polk City Community Library.

Board members present: Maureen McGuire, Kimberly Knapp, Kathy DeBruyn

Board members absent: Judy Nyberg, Christine Gregory

Library Director present: Kim Kellogg

City Council liaison present: Dan Lane

Approval of the Agenda: Maureen McGuire made a motion to approve the agenda and Kimberly Knapp seconded the motion. Motion approved.

Approval of the minutes dated June 8, 2010: Maureen McGuire made a motion to approve the minutes and Kimberly Knapp seconded the motion. Motion approved.

Director's Report:

1. Kim would like the Board's permission to obtain a credit card from Amazon.com in order to facilitate book purchases and earn point rewards. Currently the library utilizes the city credit card but the billing is complicated due to the fact that all city departments potentially use the same card. Board requested that Kim obtain further information about the terms of the credit card.
2. The city of Alleman sent in their check for \$3512 for fy11.
3. Polk County sent in \$2578 to be applied for fy11.
4. Kim reminded everyone of the Friends of the Polk City Library book sale fundraiser July 15 – 17.
5. Kim and Pam will ride in a float for the Four Seasons Festival parade. The library will close at 2pm Friday the 23<sup>rd</sup> and all day Saturday the 24<sup>th</sup>.
6. Pam Witt will be on vacation over the Labor Day holiday and Kim requested that the Board approve holiday pay for her. Maureen McGuire moved to approve the holiday pay for Pam and it was seconded by Kimberly Knapp. Motion approved.
7. Dan Lane and Kim met with city administrator Gary Mahanna and public works director Mike Schulte regarding custodial services at the library. Resolution tabled until further meeting.
8. Kim would like the community room to be painted and the floors stripped. A bid of \$495 was accepted for the painting.

Foundation Report:

1. Kim reported that the Foundation should meet in August.

Liaison Report:

1. Dan Lane reported that the paving and widening project for Broadway should be completed by fall. Also the city council approved a new sidewalk project for 3<sup>rd</sup> street from Van Dorn Street to Bridge Road.

Unfinished Business:

1. The Four Seasons Festival requested to borrow the library's Wii for use at one of their events. It was decided to lend it if the Festival would sign a document drawn up by Maureen McGuire that the Wii would be replaced if not returned in satisfactory condition.

New Business:

1. The city council approved raises for city employees at 3% for fiscal year 2010-2011. Kimberly Knapp moved that the Board accept this for the library employees also. Maureen McGuire seconded the motion. Motion approved.

Kimberly Knapp made a motion and Maureen McGuire seconded that the meeting be adjourned. Motion approved at 7:55 p.m.