

SCOTT COUNTY LIBRARY SYSTEM MINUTES
MONDAY, FEBRUARY 25, 2019
NOON
Eldridge Library Branch

The agenda for this meeting was posted in public in all Scott County Library System Libraries in accordance with Iowa law.

Kristal Koberg Schaefer called the February 25, 2019, meeting of the Scott County Library Board of Trustees to order at the Eldridge Branch of the Scott County Library System at noon.

Board of Trustees present: Joe Ragona, Brent Herman, Fred Meyer, Kristal Koberg Schaefer, Chuck Thompson, Angie Ehlers and Director Tricia Kane.

Approval of the Agenda: The agenda was reviewed and approved by Brent Herman seconded by Fred Meyer. Motion carried.

Approval of the Minutes: Brent Herman moved to approve the minutes of the November 2018 meeting; seconded by Fred Meyer. Motion carried.

Approval of Bills and Receipts: The Accounts Payable Report for the meeting of the Scott County Board of Supervisors on 11/29, 12/13, 12/27, 1/11, 1/24, 2/7, and 2/21 were reviewed and discussed. Angie Ehlers moved to approve the bills and receipts; seconded by Kristal Koberg Schaefer. Motion carried.

Review of the Budget Reports: The Budget Performance Report was reviewed and discussed.

Review of the Circulation Report: The January 2019 Circulation Report was reviewed and discussed.

Director's Report-

The replacement of the HVAC unit at Eldridge has been completed.

With the extreme weather, there was a water leak at Eldridge. White Roofing has been out twice and they believe it was due to the layer of ice on the roof blocking the water from draining, and they could not find anything to repair.

A grant application was written by Sarah and Emily to the Moonlight Chase for sensory panels for the Children's area at Eldridge, and it was awarded. They have been installed and staff has received positive feedback.

All staff computers were replaced in November and December so that all locations are operating with new units and running Windows 10. We have also moved to the county's email server.

Winter reading is going on at all locations with chances to win great gift baskets.

Cathy Zimmerman has been elected Vice President of the Association of Bookmobile and Outreach Services. This is a national leadership role, and she will serve as Vice President this year, President next year and Past President in the following year.

Old Business -

Tricia passed around the list of city council meetings in which board members will attend the remaining town city council meetings.

New Business –

The Durant Library Board has requested the contract automatically renew each year without having to sign a new one, unless either party gives notice of changes. The original language stated the contract needed to be reviewed annually. Kristal Koberg Schaefer moved to change the language in the contract with Durant to read that the contract renew automatically each year, unless either party gives notice of changes; seconded by Chuck Thompson. Motion carried.

In order to utilize the grant funds, memorial donations and the additional money from the State Library of Iowa that we have received, we need to amend our current budget. Also so that we can pay the SCLS Foundation the funds from our reserve account that were earmarked for the Walcott Branch project. Brent Herman moved that the revenues for FY19 be set at \$1,235,873 and the expenses be set at \$1,266,462. Seconded by Fred Meyer. Motion carried.

The City of Buffalo has been working on new signage for the front of the building that will help direct people to the agencies in the building. Tricia has requested an approximate total cost of the sign so that we would have a better idea of what an equitable share might be. The Board agreed that we would help pay for new signage. We will wait to see what the cost is before deciding on what our commitment will be.

Our next meeting will be Monday, March 25, 2019.

Brent Herman moved to adjourn the meeting; seconded by Angie Ehlers.

Respectfully Submitted,
Angie Ehlers