

## Meeting Minutes

### Karlen Memorial Library Board

The Karlen Memorial Library Board of Trustees met Monday, April 27, 2015 at 5:00 p.m. with Sarah Haber, Tanya Oligmueller, Jackie Delmont, and Librarian Stephanie Heinemann present. Absent were Christina Pena & Sandy Lierman.

Board President Sarah Haber called the meeting to order at 5:03 p.m. and pointed out the location of the Open Meeting Act.

Minutes from the March 23, 2015 meeting were read. Motion was made by Sarah and seconded by Jackie to approve the minutes.

The financial report showed \$5,923.39 in checking and \$8,050.15 in savings at the end of March, 2015. The financial spreadsheet showed expenses of \$3411.63 for March and \$17698.33 YTD. The list of bill was presented and reviewed. A motion was made by Tanya and seconded by Jackie to pay the bill submitted: Great Plains, Black Hills Energy, CCPP ,Cable One, Amazon, Literary Guild, Supplies, and to be paid from the Village funds. There were also bills for retirement gifts and flowers that will be paid out of Library Funds.

Librarian's report showed 140 books and movies checked out plus 19 checkouts through Overdrive. Library usage as follows: 36 ages 0-12, 6 ages 13-20 and 140 ages 20+. The fine box shows \$131.05 at the end of March with expenditures of \$43.98, \$53.35 fines collected, \$23.45 in Donation, \$0 in disc cleaning and \$0 collected for lamination.

Activities – Cuming County Board of Supervisors granted a \$500 increase in funding for this year. Stephanie attended the Beemer Community Club to ask for a donation to start the 1000 Books Before Kindergarten program. The Community Club donated \$375 towards this program. After hearing about this program the Beemer Firefighters Auxiliary also donated \$200 towards the purchase of books for this program.

Correspondence – None

#### Agenda

Discussion and voting on retirement gifts was held. A motion was made by Tanya and seconded by Sarah to purchase retirement gifts for Tammy and Teri.

A new library logo was decided upon at this meeting. A motion was made by Tanya and seconded by Sarah to approve Blue logo # 2.

There was a discussion regarding the lunch hour was held regarding paid lunch hours. There was a motion by Tanya and seconded by Sarah to maintain the paid lunch hour as previously done.

A discussion was held regarding CE hours for Stephanie. A motion was made by Sarah and seconded by Jackie to pay for all CE hours.

A discussion was held regarding Policy and Procedures Manual. There will be more discussion and voting at the next meeting.

The external Hard Drive is no longer functional. A motion was made by Tanya and seconded by Sarah to purchase a new Hard Drive for \$69.99 from Amazon.

Sandy has agreed to stay on the Library Board for another term.

A motion was made by Tanya and seconded by Jackie to add Reading Bingo for ages 9-18 as part of the Summer Reading Program. Ads were discussed in order to promote this program and well as the 1000 Books Before Kindergarten Program.

The next meeting will be held on May 18, 2015 at 5:00 p.m. A motion was made by Tanya and seconded by Jackie to adjourn the meeting at 5:45 p.m.

Respectfully submitted by Tanya Oligmueller