

Prairie City Library Board  
Minutes Aug 2, 2016 Meeting

Members present: Arnie Sohn, Jennifer Ladehoff, Ginny Dalton, Linda Frazier, Sue Ponder, Troy Kuecker

Meeting called to order at 6 p.m.

Minutes from June meeting were reviewed and approved. Motion by Jennifer, second by Ginny to approve the minutes. Motion carried.

Librarian's report:

-DVD's have arrived along with a storage/display unit. Sue will be asking for donations of older movies to add to the newer movies purchased.

-Due to the new movies, the board discussed changes to the circulation policies. Policy will be updated to show a 3 day check out with a maximum of 2 movies per household out at any one time. Late fee will be \$1 per day. Motion by Jennifer, seconded by Arnie to amend the policy with these changes. Motion carried.

-Board discussed the past practice of waiting to send book orders until the board had approved the orders. The librarian has the trust of the board and the board feels that the librarian should be able to place orders without waiting for board approval.

-Sue will be making copies of the State handbook for library trustees. The State library is no longer making printed copies available.

-Linda and Sue shared information learned at the training session for trustees. Notes from the meeting were shared with board members. Out of this information, it was decided that the board will do a written evaluation of the librarian on an annual basis. We will consider the type of form to use for this at a future meeting. The training session also explained the importance of board members having Planning for Results training and of having a written plan based on data. If the board completes this, more funding may be available from the state. The board asked Sue to speak with the State library and arrange for this training for the near future. Information about how to communicate via email was shared.

-Sue gave a report on the summer reading program which has been keeping many young people busy. Due to lack of space at the library, at least one of the programs will be held at the community building.

-Sue will be investigating other grant opportunities after learning that the grant for architect fees was not awarded by the Jasper Foundation group.

-Next meeting was set for Sept. 13 at 6 pm

Meeting adjourned at 6:55 pm

Submitted by Linda Frazier