

## Prairie City Library Board Minutes

November 20, 2017

Linda Frazier, Jennifer Ladehoff, Ginny Dalton, Arnie Sohn, Sue Ponder present

Meeting began at 6 p.m. Maryann Mori from the State of Iowa Library office gave a presentation to review the results of the community meeting and to help start the board on the process of writing a 5 year plan. The plan must include a mission statement, goals, objectives and activities. Included should be: measurement, target(outcome) and a time frame. It is also helpful to include who will be carrying out the objectives/activities. The plan will need to be finalized by the end of Feb. 2018. Linda and Sue will begin work on draft before the next meeting.

The meeting transitioned to regular business:

Motion by Arnie to approve the minutes from the Oct. meeting. Second by Ginny, motion carried.

Financial statements reviewed.

Librarian reported:

-Trunk or treat went well, despite bitter cold temperatures. Approximately 200 children stopped at the library's area for treats.

-Winterfest will be Dec. 9. Friends of Library are planning a craft and a fundraising game.

-Programming: Maddy's book club is continuing; adult book clubs continue to meet; a program for seniors about scams is being planned with cooperation from the Attorney General's office; an author from Sully will be doing a program; and good numbers continue to come for story time.

-Sue will inquire at city hall re: new bids for janitorial services, as she feels other services should be considered.

-The board discussed changes to the budget for the upcoming year. Additions to several areas were discussed due to increase in numbers and types of programs being done. Part time helpers are needed more often to help when there are large groups present for programs. Suggested changes were shared with Sue and she will share the board's thoughts with city clerk. Board will finish budget proposal at Dec. meeting.

Next meeting: Dec. 13<sup>th</sup> at 8:30 a.m. at the library. Meeting adjourned at 9 pm. (Linda Frazier)