

VERMILLION PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY MEETING

THURSDAY, MAY 16, 2013
6:00 PM
STAFF WORKROOM

MINUTES

TRUSTEES PRESENT: Fern Kaufman, Cyndy Chaney, Carl Gutzman, Janet Hoff,
Kent Osborne and Jon Flanagin.

OTHERS PRESENT: Jane Larson

On a motion by Gutzman, seconded by Hoff the minutes of the April 18, 2013 meeting were read and approved. All present voted aye.

The reports of the Director were reviewed and discussed.

On a motion by Hoff, seconded by Gutzman the proposed expenditures for May were approved for payment. On a motion by Hoff, seconded by Chaney the proposed expenditures for the building project were approved for payment. All present voted aye on both motions.

REPORTS:

SDLN - Larson reported that SDLN will be migrating to Version 21 of Aleph in late summer. The Department of Education and Board of Regents have stopped negotiations for a new software system until a new Memo of Understanding has been signed.

FRIENDS – Friends continue to sort books for the used book store in the basement.

FOUNDATION – The volunteers are working hard arranging for the dedication: ordering plaques, negotiating for an electronic billboard, arranging refreshments, etc.

UNFINISHED BUSINESS:

Larson reported that the bike rack is installed and the City Light and Power will add bollard light fixtures at a later date. Landscaping, irrigation and placing of sod will occur as weather permits.

The Advance Policy and Procedure was tabled to the June meeting.

NEW BUSINESS:

Larson presented the first draft of the proposed budget for 2014 which include a revised amount for janitorial services , building repair and maintenance and the receipt of a small grant. On a motion by Gutzman, seconded by Osborne the changes and first draft were approved. All present voted aye. Larson will present the final draft after receiving additional information from city administrators.

The vision/logo/branding proposals were reviewed. On a motion by Gutzman, seconded by Osborne the plan presented by Kelsey Paulsen was approved with a request for some color and font changes. Larson will contact the professor and get proofs of the requested changes for Board review at a later date.

The Johnson Controls contracts for 2013 and 2014 were reviewed. It was decided to start the contract June 1, 2013 as all parts of the HVAC system are being utilized. Larson will revise the budget requests appropriately.

Meeting adjourned at 7:25 pm.

Respectfully submitted,

Jane A. Larson
Secretary for the Board