

EDITH B. SIEGRIST VERMILLION PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MONTHLY MEETING

THURSDAY, NOVEMBER 20, 2014  
6:00 PM  
STAFF WORKROOM

### MINUTES

ROLL CALL: Diane Leja, Kelsey Collier-Wise, Fern Kaufman, Carl Gutzman, Dan Burniston and Jon Flanagin.

OTHERS PRESENT: Susan Heggstad and Jane Larson

On a motion by Gutzman, seconded by Kaufman the minutes of the October 16, 2014 meeting were read and approved. All present voted aye.

The reports of the Director were reviewed and discussed. Larson provided additional details on how the Book Clubs work and the availability of Book Club Bags.

On a motion by Burniston, seconded by Gutzman the proposed expenditures for November were approved for payment with the correction to the HyVee amount as \$25.41, not \$40.37. All present voted aye.

#### REPORTS:

SDLN – Larson reported that staff are still attending demonstrations of various ILSs and hope to have a recommendation within 60 days.

FRIENDS – Larson reported that the next book sale is Dec. 5 & 6. No sale is scheduled for January but the group will have a box sale in February.

FOUNDATION- Larson reported that no annual meeting date has been set.

#### UNFINISHED BUSINESS:

The Christmas holiday closure of December 26<sup>th</sup> was discussed. On a motion by Gutzman, seconded by Kaufman the Library will be open 2-6pm on December 26<sup>th</sup> to provide service based on the usual public usage hours. All present voted aye.

The city sculpture walk was discussed with Collier-Wise presenting additional comments and details on the project. By consensus, the Board will obtain specs and prices on an appropriate concrete base.

The raised planters project was tabled as new information is not available.

#### NEW BUSINESS:

Larson reported on several Integrated Library Systems that have been demonstrated with demos for two more systems in the next 30 days. We expect to have a recommendation in the next 60 days after pricing is received.

On a motion by Burniston, seconded by Leja the Library will be closed on Martin Luther King Day, January 19, 2015 for our annual "Close and Clean" day. Library staff and community volunteers will clean shelving, cubicles, tables, chairs, etc. All present voted aye.

Larson reported that the sculpture donation from Tim Johnson has arrived and placed on top of a shelving unit in the media section of the facility. Appropriate signage will be added soon.

On a motion by Gutzman, seconded by Leja the Library will sponsor "Food for Fines" the first two weeks in December. No value will be assigned to the food and Library staff members will use reasonable judgment on determining dollar amount of fines to be paid. All present voted aye.

On a motion by Kaufman, seconded by Gutzman the usual procedure for late December expenditures will be utilized this year. Larson will email the list to Board members with final approval by Chairman. The list will also be presented at the January 2015 meeting. All present voted aye.

Heggestad presented programming ideas and reviewed with Board members changes as some of the previously approved programming has changed from her original presentation.

On a motion by Leja, seconded by Burniston the \$750.00 donation from Clay County will be deposited into the money market account. All present voted aye.

Larson reported on VendPrint and its inability to provide the software control of the Tech Center PCs. Staff and the tech are spending extra time trying to eliminate the issues by the end of the year.

Meeting adjourned at 7:40 pm.

Respectfully submitted,

Jane A. Larson  
Secretary for the Board