

EDITH B SIEGRIST VERMILLION PUBLIC LIBRARY

THURSDAY, JANUARY 16, 2014

BOARD OF TRUSTEES

6:00 PM

MONTHLY MEETING

SMALL CONFERENCE ROOM

MINUTES

TRUSTEES PRESENT: Fern Kaufman, Carl Gutzman, Cyndy Chaney and Jon Flanagin.

OTHERS PRESENT: Jane Larson

On a motion by Kaufman, seconded by Gutzman the minutes of the December 17, 2013 meeting were read and approved. All present voted aye.

The reports of the Director were reviewed and discussed. Larson provided additional information on the BIG READ grant application.

On a motion by Gutzman, seconded by Chaney the late December expenditures were approved for payment. All present voted aye.

On a motion by Gutzman, seconded by Kaufman the January 2014 expenditures were approved for payment. All present voted aye.

REPORTS:

SDLN – Larson reported that many public library directors are meeting in Huron on February 7th. At that time we hope to get additional information on the situation and look at the options open to us.

FRIENDS - Larson reported that membership letters have been mailed. Edie's Book Shop will have a grand opening February 7 & 8 in the lower level of the facility.

FOUNDATION – The group is continuing to solicit proposals for work/works of art for the facility with a submission date of January 31, 2014. A meeting date in February will be set soon.

UNFINISHED BUSINESS:

The building project was reviewed. Larson reported that the dedication plaque was vandalized and has been sent back to the foundry for repair. She also reported that a purchase order has been submitted to purchase shelving for the horror collection and the teen room with expected delivery and installation in April or May. We are hoping the electric clocks can be installed soon.

NEW BUSINESS:

The first draft of the Five Year Plan was discussed. Larson will add some additional information and present the second draft at the February meeting.

On a motion by Chaney, seconded by Gutzman the 2014 Library Pay Scale was approved. All present voted aye.

Larson reported that the quarterly payment of the Clay County donation has arrived. On a motion by Gutzman, seconded by Kaufman the \$750.00 will be deposited in the money market account. All present voted aye.

Larson requested that the Board set annual goals and do an annual review for the Director. This was tabled to the February meeting at which time Larson will present some suggestions for 3 goals for 2014.

A Staff Appreciation Dinner will be scheduled with invited guests: Mayor and guest, City Manager and guest, Jerry and Betty Johnson and Pat Kozak. The Board would like to thank all the staff and guests for all their support and hard work on the building project in 2012 and 2013. Larson will make the arrangements.

Meeting adjourned at 7:06 pm.

Respectfully submitted,

Jane A. Larson

Secretary for the Board