

Tri-Township Public Library District
Regular Meeting
November 7, 2000 7:00 p.m.

- A. Roll Call and Public Input President Harley called the meeting to order at 7:04 p.m. Trustees present include Harley, Hampsten, Huck, Merz and Dothager. Trustees Abell and Little were absent. Director Walker and Casey Wiegand from Troy's newspaper were also present.
- B. Reading of Minutes Motion by Dothager, second by Huck to approve minutes of the October meeting with several minor changes. Four In favor, with Hampsten abstaining.
- C. Truth In Taxation Hearing was held on Thursday, October 5. No quorum Was present, and Attorney Eastman had the wrong date listed on the Publication.
- D. Treasurer's Report & Bill List Bookkeeper Dave Roady suggested Writing checks to create a paper trail on transfers between accounts. Motion by Dothager, second by Hampsten to approve the bill list. No donations were received.
- E. Librarian's Report Circulation figures for October were 6,195, down from 6,476 from 1999. Walker attributed the decrease to the opening of the new Triad Middle School library. September figures were 6,311, down from 6,329. Cards processed were 60 in October (37 new, 19 replacements and four district-wide) and 79 in September (52/23/4). 370 items were processed in October (251 books/119 mags) and 344 in September (227/117). 60 kids were in programs, which Walker said was due to the schools' offering preschool for 3 and 4 year olds now. Walker said she and Deb Sumner registered over 400 people for the election on October 10. Walker asked permission to offer "Fine Free Month" in exchange for donation to Ministries Unlimited (canned goods). Merz stated MU is self-sufficient, and didn't want to jeopardize library's budget. Motion by Dothager, second by Huck to offer up to \$5 in overdue fines for donation from 11/13 to 12/2. Motion carried 5-0. Walker also requested funds to purchase a Santa suit, tree and decorations. Motion by Merz, second by Dothager to spend not more than \$125. Motion carried 5-0. Huck asked if any adult programs were being offered. Walker replied no, as some were tried in 1999 with little attendance.

E. Overdue Report Sent out letters, and visited one patron who's entire Trailer had moved.

F. Committee. Reports FOTTL still quilting, selling books. Quilt raffle to be Held on 12/15. "Lunch with Santa" to be held on Saturday, December 2 from noon to 1:30. Chamber of Commerce is not hosting Santa tour. Much discussion on obtaining necessary items, seeking donations and Publicizing the event---especially the fact 150 includes parents, also To emphasize tickets may not be available at the door.

G. Communications Notice from the Times-Tribune of an increase in ad Rates of over 10%, from \$4.24 to \$4.68 per column inch.

7. Unfinished Business

- A. Smoking Policy: Huck noted Triad banned tobacco from the entire Property, and deputy had to move off to smoke.
- B. Staff shirts: A variety of shirts for potential use by staff was Presented by Huck. Walker noted the cost of the shirts, and said She thinks the library needs a floor scrubber instead. Magnetic Name tags, smocks and vests were mentioned as possibilities. Decided to table until next year's budget becomes clearer.
- C. Carpet: Walker's brother-in-law was to perform work, but was Busy with two new houses and would finish on Saturday.

8. New Business

- A. Over Budget On Salaries Huck noted the budget shortage in Staff salaries; Walker noted the increase was due to covering For an employee who resigned (Joe), who none of the trustees Knew had quit. Hampsten noted the board should formally accept Hirings, firings and resignations; Walker stated she had received Verbal clarification from a prior board she had the authority per Their interpretation of the personnel policy. A LONG discussion on Staff scheduling ensued.

9. Announcements Huck wanted the level of air freshener lowered in the ~~upstairs~~ restrooms; Walker stated patrons had complained of the musty odor. It was discussed the problem may be in the elevator shaft.

10. Closed Session Motion by Hampsten, second by Dothager to enter into closed session for the purpose of reviewing closed session minutes from the year. Motion carried 5-0. Board entered closed session at 8:46p.m. Review of May's Closed Session minutes was conducted. Motion by Hampsten, second by Dothager to return to open session at 8:50 p.m. Motion carried 5-0.

11. Closed Session Minutes Motion by Huck, second by Hampsten to approve and release closed session minutes. Motion carried 5-0.

12. Adjournment With no further business, the board adjourned at 8:52 p.m. The next regular meeting will be held on Tuesday, December 5 at 7 p.m.