

**Eager Free Public Library
Board of Trustees Meeting
Meeting Minutes from February 26, 2019**

1. Call To Order

President Eloise Eager called the meeting to order at 5:30 p.m. Trustees present: Eager, Mandi Firgens, Vicki Lecy-Luebke, Gwen Clendenning (5:35), Wally Shannon (5:38)

Also present: Library Director Megan Kloeckner

Absent: Susan Kruser, Sharon Cybart

2. Additions to Agenda

None

3. Approval of January Meeting Minutes

Firgens moved to approve the minutes of the January 29 meeting; Eager seconded the motion. Motion carried.

4. Public Comment

None

5. February Bills

Eager moved to approve the bills as presented; Firgens seconded the motion. Roll call: Ayes—Lecy-Luebke, Firgens, Eager. Motion carried.

6. Librarian's Report

Kloeckner reported circulation was 6,220 for the month of January, with 141 attending programs. Kloeckner distributed the pamphlet "Library Activities" for the months of March-May 2019. She also reported that sixteen teens participated in "Teen Night" and the Teen Advisory Board had its first meeting. Kloeckner will check with the City to ensure the January budget is balanced. Shannon moved to approve the Public Library Annual Report for 2018 which is due to the Department of Public Instruction; Lecy-Luebke seconded the motion. Motion carried.

7. Treasurer's Report

Clendenning reported on financial standings at UB&T and Fidelity.

8. ALS Board Report

Eager reported no new information.

9. Old Business

a. Expansion

The grand opening of the new expansion will take place on Saturday, August 17 from 10:00-12:00. Kloeckner reported two estimates of “frieze cleaning” were received. Discussion of two very different amounts occurred.

b. Unpaid Pledges

Three pledges had not been received at the time of this meeting. A deadline was given to ensure individuals who contributed would be recognized.

c. Tier I Standards

Kloeckner reported she will continue to review these standards that are required for a service population.

d. History Room Policy

After checking with two other libraries, Kloeckner reported there are no age restrictions on who may enter their History Rooms. At this time, all agreed EFPL will follow likewise.

After discussion of furniture policy, Firgens moved to deny the offer of a Helen Smith desk to the library; Clendenning seconded the motion. Motion carried.

10. New Business

Kloeckner distributed “Job Descriptions” for Director, Assistant Director, Library Clerk, and Library Aide. Board members are to study these documents and prepare to discuss at next month Board meeting.

11. Adjourn

Firgens moved to adjourn the meeting; Shannon seconded the motion. Meeting adjourned at 6:05 p.m.

Next meeting: March 26, 2019

Minutes by: Trustee Lecy-Luebke

Note: Minutes of the Library Board of Trustees are not official until approved by the Library Board of Trustees at a meeting called and noticed for that purpose.