

**Eager Free Public Library
Board of Trustees Meeting
Meeting Minutes from August 27, 2019**

1. Call to Order

President Eloise Eager called the meeting to order at 5:30 p.m. Trustees present: Eager, Susan Kruser, Gwen Clendenning, Sharon Cybart, Vicki Lecy-Luebke
Also present: Library Director Megan Kloeckner, City Administrator Ian Rigg
Absent: Wally Shannon, Mandi Firgens

2. Additions to Agenda

None

3. Approval of July Meeting Minutes

Cybart moved to approve the minutes from 7/30/2019; Kruser seconded the motion. Motion carried. Kruser moved to approve the closed session meeting minutes from 7/30/2019; Clendenning seconded the motion. Motion carried.

4. Public Comment

None

5. Ian Rigg

With the UB&T changes coming in September, City Administrator Rigg presented an alternative means for keeping track of Library accounts within the City system. After much discussion, it was decided to visit this issue again when the entire Board is present.

6. August Bills

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

7. Librarian's Report

Circulation was 7,619 for the month of July, an increase from last month as well as July 2018!! Recently Kloeckner met with Rigg to go over the budget; any staff salary increases need to be forwarded to him by September 5. Kloeckner also informed the Board of the Public Library System Redesign Project, a project that the DPI would like to implement with libraries across the state.

8. Treasurer's Report

Clendenning gave an update on monetary accounts.

9. ALS Board Report

Information was shared by Kloeckner within the Librarian's Report.

10. Old Business

a. Expansion

Cleaning of the front of the building has begun. Kloeckner is still waiting to hear from “sign” companies. It was suggested we may have to seek those services elsewhere. Safety strips on the stairs have been positioned; however, another fall did occur. Kloeckner will check to see if additional safety features can be provided.

b. Library Bank Accounts and Signature Cards

No discussion

c. Unpaid Pledges

Eager followed up with the very few individuals named.

11. New Business

a. Personnel Policy

The City is updating and the EFPL usually follows it as well. Library Board will need to approve in November or December.

b. Fax Line

Kloeckner reported on the cost of the machine, which is dependent on a landline. She recommended keeping it unless costs arise.

c. Landscaping

The lawn and growing weeds was the topic of discussion. Kruser moved to authorize payment up to \$500 for weeding and cleaning the landscape around the library property. Cybart seconded the motion. Roll call: Ayes—Clendenning, Eager, Lecy-Luebke, Cybart, Kruser. Motion carried.

12. Closed Session

Lecy-Luebke moved to go into closed session as per Section 19.85 (1)©; Kruser seconded the motion. Roll call: Ayes—Cybart, Eager, Clendenning, Kruser, Lecy-Luebke. Entered closed session at 7:15 p.m.

Lecy-Luebke made a motion to leave closed session; Clendenning seconded the motion. Roll call: Ayes—Cybart, Eager, Clendenning, Kruser, Lecy-Luebke. None opposed. Closed session ended at 7:29 p.m.

13. Adjourn

Clendenning moved to adjourn the meeting; Cybart seconded the motion. Motion carried. Meeting adjourned at 7:30 p.m.

Next meeting: September 24, 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.