

The Regular Meeting of the Board of Trustees of the LeClaire Community Library was called to order at 7:05 p.m. on Tuesday, February 12, 2008, at the LeClaire Community Library. Present: Steve Morency, Georganne Gabrielli, Doug Peterson, Becky Roller, and Director, Wanda Gardner. Absent: Charlotte Schumacher, Marilyn Irwin, and Kirstin Oppel,

CONSENT AGENDA

Items included in the consent agenda are as follows: Agenda for February 12, and minutes of the January 15 meeting, and the Feb 7 ledger report. Wanda was able to clarify the amounts we questioned, and although the PALS expenses were in the wrong category, the amounts appear to be correct. Georganne made a motion to approve the consent agenda, Doug seconded. The motion passed.

LIBRARY DIRECTOR'S REPORT

See Report Attached

Wanda highlighted the January report. The results of the surveys were highlighted and discussed. She will attempt to highlight the impact of the survey results to patrons. The budget worksheet was reviewed and discussed.

MONTHLY STATISTICS: Monthly statistics were shared.

OLD BUSINESS:

FINANCE COMMITTEE:

Starting this month, we will send a form to the City indicating we have reviewed and approved the payment of valid expenses. The Board reviewed a long-range plan to retire the "Fund Balance." This will be considered further at the next meeting.

PUBLIC RELATIONS: None

GOVERNANCE ISSUES:

The board is in the process of developing a list of possible candidates to fill upcoming board vacancies. Kirstin and Georganne will develop and share with other board members a list of documents that can be included in a binder for new board members.

FRIENDS OF THE LIBRARY:

NEW BUSINESS:

None.

PUBLIC COMMENTS:

None.

The next Board Meeting is a Regular Meeting scheduled for Tuesday, March 11, at 7:00 P.M. A motion for adjournment was made by Georganne and seconded by Doug. The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Becky Roller

Becky Roller
Secretary

Director's report, January 2008

1. *Provide access and instruction in the use of library services and resources, and provide programs for all ages.* Parents and children are enjoying the more social atmosphere of Story Time on Tuesday mornings. We've also added a colorful "Arthur" rug in the story time area, making the floor warmer where the youngsters sit. The Friends of the library provided this for us.

2. *Provide outreach targeted to connect with the youth, new community members, and non-traditional library users.* We now have live home work help daily from 4-10 PM via the library website. It's a very professional and highly recommended site, with qualified tutors serving students grades 4-12. Next Tuesday Roger Pavey will present a children's evening Explorer program titled, "Year of the Rat", highlighting Oriental culture for ages 6-11. We had a winter-themed community jigsaw puzzle available during January that took most of the month for library users to complete!

3. *Involve the community in Library development through suggestions, surveys, displays and volunteer opportunities.* We currently have a display of art quilts from Linda Kamp as well as Lionel and American Flyer antique train cars from Steve Morency. Survey results from 48 library users were tabulated by a volunteer and indicate: strong appreciation for the library facility, staff and collection; the need for stable and regular library hours to make library use more convenient; and the desire for expansion of library programs for youngsters and adults.

4. *Create alliances with cultural, historical, educational, civic and professional / business organizations.* Dr. Jay Johanssen raised \$515 for the Library Friends organization during the week of January 21-26. A LeClaire Library information sheet will be included in the packet for all Cody and Bridgeview children at kindergarten round-up next month. John Miller has donated over 200 classic DVDs and VHS tapes he collected from an organization of retired teachers to which he belongs.

Administrative: The library's budget request for 2008-2009 will be discussed this Saturday during a special city council meeting from 8 to noon. Mel and I are registering for a day-long

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children's literacy program March 6 at the North Liberty Public Library. I will receive 6-hours of continuing education credit toward renewal of my library certification. The state library requested anecdotes about the importance of our library's service, and Mary Wegner will use them in a presentation to the state legislature's joint budget committee this week.

The library was closed 1 day due to weather conditions, and closed at 6:00 on two evenings. Signs were posted on the library doors and were sent to area television stations. During blizzard conditions, we are not able to keep our sidewalks cleared, and our outside steps and snow-packed sidewalks present a safety hazard. The two furniture pieces built by Jay Crump have been returned to him and the Friends will be repaid in full by April 15. On Thursday of this week, Carl from Jones Library Sales in Ankeny will be here to measure for end caps to match the library's wood work, and an extra table for the children's area. The local Heatilator fireplace dealer is sending a repair person to work on our fireplace. The igniter does not operate, and the heat from the unit is needed in the adult reading lounge when the wind is from the Northwest.