

The Regular Meeting of the Board of Trustees of the LeClaire Community Library was called to order at 7:05 p.m. on Tuesday, March 11, 2008, at the LeClaire Community Library. Present: Steve Morency, Georganne Gabrielli, Charlotte Schumacher, Marilyn Irwin, Kirstin Opiel, Becky Roller, and Director, Wanda Gardner. Absent: Doug Peterson

CONSENT AGENDA

Items included in the consent agenda are as follows: Agenda for March 11, and minutes of the February 12 meeting, and the March 7 ledger report. Steve explained the financial report, and Wanda was able to clarify the amounts we questioned. Although the PALS expenses continue to be entered incorrectly, and some are not coded correctly, the amounts appear to be correct. Georganne made a motion to approve the consent agenda, Marilyn seconded. The motion passed.

LIBRARY DIRECTOR'S REPORT

We submitted a budget for \$128,000. The approved budget for the 2008-09 fiscal year is \$121,700. The increase was all accounted for in actual increases in expenses. Cuts came from the technology budget that were attributed to expenses imposed by the City. The approved books and materials budget is \$6,000, which is approximately one-third of what is required to maintain our current state certification. Wanda negotiated with the council to contract service outside public works for cleaning the library and maintaining the grounds. We have been paying a significantly higher hourly rate to public works employees than we pay regular library employees, and the cleaning and other maintenance is neither timely nor of acceptable quality. She has contacted outside services for cleaning and snow removal. Wanda will draft a letter to the City confirming our intentions to contract library maintenance services.

State statistics reflect that we are in the bottom 25% of libraries our size regarding operating hours. It will cost between \$5000 and \$6000 to increase the hours from 40 – 51 per week. Wanda is in the process of replacing a part time library clerk. As transitions are made, she plans work Saturdays and work fewer evenings.

MONTHLY STATISTICS: Monthly statistics were shared. They continue to show increased use of the library through attendance at events and the number of new library cards issued.

OLD BUSINESS:

FINANCE COMMITTEE:

Finance Committee: Steve reviewed a long-range plan to retire the "Fund Balance." He will review the remainder of the year's projected expenses and will recommend a plan to retire the building fund.

PUBLIC RELATIONS: None

GOVERNANCE ISSUES:

The board reviewed the current list of board applicants. Georganne and Kirstin will compile a binder with materials for new board members. The initial compilation of materials will be in the library for review before the next meeting. Charlotte, Steve, and Becky will each contact a

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potential candidate for vacancies. These three candidates will be invited to the next meeting on April 8.

FRIENDS OF THE LIBRARY:

Georganne and Kirstin gave an update on progress toward the next endowment goal. Charlotte reviewed the status of pledges.

NEW BUSINESS:

None.

PUBLIC COMMENTS:

None.

The next Board Meeting is a Regular Meeting scheduled for Tuesday, April 8, at 7:00 P.M. A motion for adjournment was made by Charlotte and seconded by Kirstin. The meeting was adjourned at 9:37 p.m.

Respectfully submitted,

Becky Roller
Secretary