

The Regular Meeting of the Board of Trustees of the LeClaire Community Library was called to order at 7:05 P.M. on Tuesday, August 12, 2008, at the LeClaire Community Library. Present: Steve Morency, Carol Sorensen, Kirstin Oppel, Robin Throne, Becky Roller, Director, Wanda Gardner, and Dennis Rucker. Absent: Doug Peterson

Steve opened the meeting by thanking Charlotte Schumacher for her work on the board and presented her with a token of appreciation.

### **CONSENT AGENDA**

The consent agenda was amended to include the following items: Agenda for August 12, 2008, adding discussion of filling the board vacancy, length of board terms, minutes of the July 8 meeting, and Steve's review of the July revenues and expenses in lieu of a report from the City. Steve will investigate what will be used from last year's budget to offset the building debt and what will be carried over to this year's budget. Steve made a motion to approve the consent agenda, Kirstin seconded. The minutes and agenda were approved.

### **LIBRARY DIRECTOR'S REPORT**

Wanda's highlights included:

- Wanda will talk with Ed Choate about the ongoing server problems of the server going down at City Hall and the consequences to the library.
- Wanda will talk with Ed Choate about the slow speed of the Internet connection coming into the library and possible options to upgrade.
- Circulation is up almost 1000 from last July. Staffing will become more of a problem if the increase in circulation continues.
- Libraries Together Trustees and Legislators reception is scheduled for Tuesday, August 26, from 5:30 –7:00.

### **OLD BUSINESS:**

FINANCE: Discussed during the consent agenda.

### GOVERNANCE ISSUES:

The revised Collection Development Policy was reviewed. Robin Throne made a motion to accept the revisions. Steve seconded. Motion passed.

Becky will attempt to make a table of contents for the board notebook.

The establishment of standing committees was discussed. The following were proposed:

- Executive Committee – made up of all officers - major responsibilities will be to meet with Wanda on a yearly basis to discuss performance and goals.
- Finance Committee – led by Steve Morency and one other member- major responsibility will be to understand the financial relationship with the city and creating the yearly budget.
- Planning Committee – led by Robin Throne with Peggy Rucker, Director Wanda Gardner, and possibly one other member from the community at large – first major responsibility will be to develop a vision statement and long range plan.
- Public Relations Committee – made up of Steve Morency and Carol Sorensen – responsibility includes representing the library at city council meetings at least quarterly and communicating with the community.

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- Policies Committee – made up of Carol Sorensen, Becky Roller, and Director Wanda Gardner – responsibility will be to review the current board policies and make recommendations for revisions.

FRIENDS OF THE LIBRARY: The Friends contributed \$115 to meet the \$10,000 goal for the endowment. Efforts will continue. The recognition plaque is expected to be completed by October.

**NEW BUSINESS:**

GOVERNANCE ISSUES: Steve will send a letter to the Mayor asking that Peggy Rucker be appointed to the current board vacancy that was originally to be filled by Dennis Rucker.

**PUBLIC COMMENTS:** None

The next Board Meeting is a Regular Meeting scheduled for Tuesday, September, at 7:00 P.M. A motion for adjournment was made by Steve and seconded by Kirstin. The meeting was adjourned at 9:22 P.M.

Respectfully submitted,

Becky Roller  
Secretary