

Atlantic Public Library Board of Trustees

Monthly Meeting Agenda

Monday, May 8, 2017, 5:30 pm

Library Upstairs

1. Call to Order: The meeting was called to order at 5:30 p.m. by President Linn Headlee.
 - a. Board members present: Dee Bebensee, Crystal Christensen, Janice Dickerson (Vice-President), Linn Headlee (President), Hans Kregel, Donald McLean (Secretary), Janet Nielsen, James Northwick
 - b. City Council Liaison present: Dana Halder
 - c. Board members absent: Jim Crall
 - d. Library Staff present: Natalie Struecker (Director)
 - e. Guests: none
2. Approval of Agenda: Janice Dickerson moved that the agenda be approved as presented. Dee Bebensee seconded. Agenda approved unanimously.
3. Public Comment:
 - a. No members of the public were present for comment.
4. Approval of minutes from April 10, 2017:
 - a. James Northwick moved that the minutes be approved as submitted. Crystal Christensen seconded. Motion carried unanimously.
5. Correspondence: The Board reviewed a thank you card from P.E.O. Chapter AF for a presentation that Natalie did for them.
6. Bills & Finances
 - a. Natalie Struecker reviewed the bills and finances from the last month with the board.
 - b. Janet Nielsen moved that all bills be paid as presented. Crystal Christensen seconded. Motion carried unanimously.
7. Board Training
 - a. HelpNow (Brainfuse): Natalie Struecker oriented the board to the use of the Brainfuse *HelpNow* service available to the public through the library website.
8. Unfinished Business:
 - a. Memorial Reading Garden update: Pre-project preparations are under way, including the removal of plantings that will not be used in the new design. These plants were sold to the Friends of the Atlantic Public Library, to use at their discretion. Some needed electrical work has also been done.
9. New Business:
 - a. Summer Reading: Natalie Struecker oriented the board to the theme and plans for the 2017 Summer Reading Challenge.
10. President's Report:
 - a. No items to report or discuss.
 - b. Janet Nielsen asked whether it is possible for the library to apply for grant funds from the Cass County Community Foundation. Natalie explained that yes, we can apply for those grants, and we have received funds in the past. The Foundation's requirements are somewhat specific depending on the project, but Natalie is planning to submit a grant proposal in the next grant season this coming fall.

11. Director's Report: see written report

12. Other Business

a. Board Training: Natalie reminded the board that monthly board training presentations from the State Library of Iowa can be viewed live as scheduled, and can also be accessed from the archive link she sends to board members each month.

b. ARISE Request:

i) The ARISE director asked if books lent through the ARISE library can be returned via the Atlantic Library's book drop. This would be a convenience for their borrowers, and we hold their books for them but not process them in any way. Arrangements would be made for a regular pick up time by ARISE staff or volunteers.

ii) Hans Krengel moved that the library do this for ARISE with the provisions that they add a "Property of ARISE" stamp to all of the books they lend, and that our library staff are agreeable to accommodating this arrangement. Dee Bebensee seconded Motion carried unanimously.

13. Adjournment

a. Janet Nielsen moved that the meeting be adjourned. Hans Krengel seconded. Motion carried unanimously.

b. Meeting adjourned at 6:06 p.m.

Respectfully submitted,

Donald McLean