

**Board of Trustees Meeting  
Dwight Foster Public Library  
August 19, 2019**

**Present:** Lynn Brown, Tom Fick, Autumn Harden, Bruce Johnson, Kirsten Mortimer, Eric Robinson, Diana Shull  
**Absent:** Lisa Kotz, Julie Olver, Matt Trebatoski, Jeanne Waggoner

**Guests:**

**Call to Order:** The meeting was called to order at 9:30 AM by Tom Fick.

**Approval of Minutes:** The minutes of the June 17 meeting were approved (Johnson, Mortimer)

**Public Input/ Communications:** None

**Director's Report of Financials and Services for June and July 2019:**

June fines to City:	\$793.86
YTD fines to City:	\$3,955.31
June Revenue to City:	\$710.94
YTD Revenue to City:	\$4,006.01
YTD Total Deposits:	\$7,961.32

July fines to City:	\$787.87
YTD fines to City:	\$4,743.18
July Revenue to City:	\$685.91
YTD Revenue to City:	\$4,691.92
YTD Total Deposits:	\$9,435.10

**Approval of Bills:** The payments for all June and July bills were approved. (Brown, Johnson)

**Director's Report Highlights:**

- Summer reading program highlights: 27% increase in active participants over previous year
- Carpet cleaning throughout the library
- Starting conversation at County Library Board level about the way the county figures the payments for circulation (right now it's just physical circulation). Electronic circulations (example: Overdrive checkouts) is not currently counted toward payments.

**Vote on whether to transition investment of library trust from Premier Bank to Edward Jones:**

Motion to move from Premier Bank to Edward Jones for the library trust. (Brown, Mortimer).

**Future meeting dates:** Tabled until next meeting.

**Board Subcommittees for 2019/2020 and approval of board by-law revisions:**

Motion to accept the changes to the bylaws as submitted. (Mortimer, Johnson).

**Capital expenditures due to city at the end of the year:**

Eric shared information about how large expenditures the Library owes to the City for capital expenses are paid from the trust at the end of the year.

**Fireplace repairs and Coil maintenance:**

3 of the 4 fireplaces require mainly cosmetic repairs totaling \$3,250.79. Fireplace repair person came out and explained the reasons the fireplaces were not working. City has been working with Eric to explain and help with

water issues at street. Eric recommends that the money for these repairs come out of the trust and be paid right away. Motion to use the trust money to pay for these repairs (Harden, Mortimer).

**Email account for library committees:** Tabled until next meeting.

**“How to” Sessions for Patrons:**

Tom Fick proposes help sessions at a regular time (once or twice a week) staffed by Board Members or other Motion to establish a subcommittee to look into this (Harden, Mortimer).

**Friends of the Library:**

Friends are getting ready for the chair fundraiser. Many great-looking chairs are currently in Eric’s office waiting for the event.

**Friends of Lorine Niedecker:** None.

**Adjournment:** The meeting was adjourned at 10:25 AM (Brown, Johnson).

**NEXT MEETING: September 16, 2019 at 9:30 AM**