

**Board of Trustees Meeting
February 9, 2010
7:00 P.M.**

1. Call to order –The meeting was called to order by President Kari Fickes at 7:15 P.M.
2. Pledge of Allegiance
3. Roll call—The following board members were present: Stephanie Daujatas, Kari Fickes, Kathryn Koloze, and Tom Miller. Karen Miller, Phillip Lukacek, and Ann Glynn were absent with prior notification. Also present: Administrative Librarian Carol Hall
4. Motion to establish Consent Agenda—Motion to establish the Consent Agenda including items A, B, C, D, E, and F by Tom Miller, seconded by Katy Koloze. Yes: Kari Fickes, Tom Miller, Stephanie Daujatas, and Katy Koloze. No: None
 - A. Approve minutes of January 12th Marketing Committee Meeting
 - B. Approve minutes of January 12th Regular Board Meeting
 - C. Approve minutes of January 27th Marketing Committee Meeting
 - D. Approve minutes of January 27th Building & Grounds Committee Meeting
 - E. Approve Treasurer’s Report

Balance January 1, 2010	\$736,306.52
Revenues	21,251.69
Expenditures	51,338.21
Balance, January 31, 2010	\$706,220.00
 - F. Approve payment of monthly bills in the amount of \$16,453.78
5. Motion to approve Consent Agenda—Motion to approve the Consent Agenda by Katy Koloze, seconded by Tom Miller. Yes: Kari Fickes, Tom Miller, Stephanie Daujatas, and Katy Koloze. No: None
6. Public Comment: None
7. Communications
 - Proposal from Interact Business Products
 - Flyer regarding ILA Trustee Forum 2010 Workshop
 - Thank you note from family of Midge Varela
 - Letter from Secretary of State/State Librarian Jesse White awarding the library a FY10 Per Capita Grant in the amount of \$11,280.09

8. Librarian's Report: Trustees agreed that it is time to change the building alarm code. Staff members will determine a new code, and Carol will notify trustees on the emergency call list.
9. President's Report – Thanks to Stephanie, Katy, Tom, and Carol for attending recent programs on Freedom of Information Act, Open Meetings Act, and legal issues. The caterer next door is selling their building; we can't afford to purchase at this time.
10. Committee Reports
 - A. Building & Grounds Committee
 - i. Interior renovations progress report –Carol provided a list of expenditures associated with the renovation. We will submit a letter to Enterprise Title confirming that the work is done, and the escrow account can be closed.
 - ii. Furnishings (possible action item) – Trustees preferred the selection from Buckstaff. Carol will order more samples of the solid colors of vinyl fabric; all accepted the pattern. We will need to order 5 tablet arm lounge chairs, reupholster 4 lounge chairs, 2 reading tables, 8 side chairs, and 2 side tables.

Trustees reviewed estimates for meeting room chairs. We would need to order 56 chairs (sold 4 chairs per carton), we will wait until next meeting for more information on the meeting room chairs.
 - B. Technology Committee- Versatile Computing was supposed to get back to Carol with information about installing the wireless network, but she has not received a phone call.
 - C. Marketing/Publicity Committee
 - i. Grand Opening Celebration—Will be held Sunday, May 23rd.
 - ii. Library Logo- We need to contact Eileen Brewer with ideas for changes to her logo concept drawings; there was also a brief discussion about having a mural on the wall upstairs, but no decision was made.
 - iii. Giveaway for Grand Opening—It was decided to order plantable bookmarks with forget-me-not seeds and to re-order tote bags, possibly in different color. Text and/or artwork is needed.
 - D. Policy & Personnel Committee – No report.

11. Unfinished Business - none

12. New business

A. Designate staff and/or board members to take Open Meetings Act training—The following were designated to take the training: Kari Fickes, Katy Koloze, Carol Hall, and Debbie O’Leary.

B. Repair or replacement of digital recorder—Motion to approve the Interact Business Products proposal to purchase and install a new digital video recorder in the amount of \$1,798 by Kari Fickes, seconded by Tom Miller.

Discussion: The new recorder can accommodate sixteen cameras, the same number as our old recorder. We currently have fourteen cameras, and Carol believes that two additional cameras would be adequate for future needs. The new recorder has a storage capacity of 1 terabyte which is significantly greater than the current recorder’s capacity of 320 gigabytes.

Yes: Kari Fickes, Tom Miller, Stephanie Daujatas, and Katy Koloze

No: none

13. Set dates for committee meetings: none set at this time.

14. Public comment: None present.

15. Adjournment—Motion to adjourn the meeting at 8:45 P.M. by Tom Miller, seconded by Katy Koloze. The motion carried, and the meeting adjourned.

Stephanie Daujatas, Secretary pro temp

Kari Fickes, President