

**Marshalltown Public Library  
Board of Trustees  
November 19, 2013**

**PRESENT:** Allan Thoreson, Sue Fink, Barbara Burt, Leah Mattox, Maureen Lyons, Ronnie Manis, Sarah Rosenblum, Sandy Gowdy. **Absent:** Tom Colbert

President Maureen Lyons called the meeting to order at 4:32pm.

**OCTOBER 22, 2013 MINUTES:** the minutes were approved as written.

**OPERATING BILLS:** Due to the early date of this month's meeting, the bills have not been processed. They will be emailed to board members when they are prepared.

**BUSINESS:**

*A. Prairie update:* The west and east ends of the prairie space has been tilled and plantings have been transplanted or planted in the middle section. Compost has been delivered and will be worked into the soil. A low-mow prairie grass will be sown on those end spots. The public art committee is working on a grant to purchase a piece of public art for the prairie space. The grant will provide for art in the 13<sup>th</sup> Street area, the library and at the high school. The Friends of the Library is providing matching funds for this grant.

*B. Proctoring Policy:* There has never been written policy dealing with proctoring exams, but due to the increase in distance learning more and more students are requesting the library be a proctor for their exams. Presently there is no charge to proctor an exam, but staff is looking into the possibility of charging a fee. Board members received a draft of a Proctoring Policy and were asked to look it over and it will be discussed at the next meeting.

*C. Maureen attended Sarah's ILEAD presentation* in Ames. Sarah's team worked on creating a community calendar. This was funded by IMLS, the Laura Bush Foundation and sponsored by the State Library of Iowa.

*D. Friends of the Library Update:* The Friends are planning the Library's 5<sup>th</sup> Anniversary celebration on Saturday, December 14 at 2:00pm. There will be cake, cookies, live music, door prizes and a train display. The Friends have donated \$9000 for the purchase of Chromebooks and these will be "unveiled" at the anniversary celebration. The Axiom Brass Quintet will be performing a free concert on November 20, thanks to the Friends of the Library and the Martha Ellen Tye Foundation. The Friends are also purchasing a new vacuum for the Community Meeting Rooms.

**DIRECTOR'S REPORT:**

*A. StoryCorp is coming to Marshalltown.* As part of the IMLS Medal, NPR's StoryCorp will be coming to Marshalltown on Dec. 5-7 to record various stories of how the library has impacted lives.

*B. Marshall County Supervisors* met with the county librarians and heard reports from Albion, State Center, LeGrand and Marshalltown. The county libraries receive funds from the Supervisors to provide service to rural Marshall County residents.

*C. Two famous children's authors* recently passed away—Barbara Parks and Charlotte Zolotow.

There was no public comment.

The next board meeting will be Tuesday, December 17.

The meeting was adjourned at 5:19pm