

**Marshalltown Public Library  
Board of Trustees  
December 15, 2015**

**PRESENT:** Chris Thiessen, Megan Bell, Allan Thoreson, Maureen Lyons, Ronnie Manis, Barbara Burt, Leah Mattox, Sarah Rosenblum, Sandy Gowdy

President Maureen Lyons called the meeting to order at 4:30pm.

**NOVEMBER 17, 2015 MINUTES:** The minutes of the November 17 meeting were approved as written.

**NOVEMBER OPERATING BILLS:** It was moved and seconded (Thiessen/Thoreson) to approve the bills. The motion was unanimously approved.

**OLD BUSINESS:**

--*A privacy room*, to be utilized by breast-feeding moms and for other personal reasons, is being set up in the closed stacks area. Blinds for the windows have been ordered from Strand's.

--*FOL Board member*, Mary Ellen Mondi, is moving to Texas. Mary Ellen was instrumental in producing documents and publicity for the recent library levy.

**NEW BUSINESS:**

--*Budget Update:* Sarah has met with Diana Steiner, the city's new finance director, concerning the funds that will be received from the levy. Roughly \$203,000 is being projected, but will depend on the dollars the county receives from property taxes. Those dollars determine the majority of the city's general fund revenues along with the backfill from the state. It is important to remember that the levy vote was not "up to 27 cents/1000, but it specifically said "27 cents/thousand." Some areas where the levy money will be utilized include: a Sunday supervisor position, a couple hourly pages, additional funding to the book budget, technology, building refreshment and increased programming.

--*Policy Review:* Current library policies will be reviewed on the following monthly schedule:

- January—Circulation Policy and Service to Nursing Homes
- February—Chromebooks
- March—Appropriate Behavior Policy
- April—Collection Development
- May—Confidentiality of library records
- June—Meeting Room Policy

Next month an addendum will be looked at to cover the use of the Privacy Room.

**DIRECTOR'S REPORT:**

--*The Dust Bowl exhibit* will wrap up on December 18. There has been wide-spread interest and good feedback about the exhibit. The final programs, a train exhibit and movie about Ding Darling, both attracted many folks. The partnership with the Orpheum Theatre and its director, Michael Oxley, was a very positive experience.

--A sale of "Movies, Music and More" will be Saturday, December 19. The fraternal organization, Modern Woodmen, offered to match the proceeds of the sale up to \$500. Movies, CDs, children's books and MORE will be offered for bargain prices.

--Youth Services Supervisor, Joa LaVille, recently traveled with the high school LOL (Lit Over Lunch) group on a trip to the Ape Cognition and Conservation Center in Des Moines.

--Immigrant Allies and EMBARC held a meeting about the area's refugees with a good turnout.

--*Holiday Hours:* The library will operate with reduced hours, closing at 6pm, between Christmas and New Year's. The library will be closed Christmas Eve, Christmas Day, December 26, New Year's Eve and New Year's Day. Remember that the library is open 24/7 for digital magazines, eBooks, music downloads, renewals and more.

**PUBLIC COMMENT:** Allan Thoreson expressed the appreciation of the city's three Lions Clubs for the use of the Library's meeting rooms to host their yearly Peace Poster contest. This year 35 posters were exhibited.

The next meeting will be January 26.

The meeting was adjourned at 5:15pm.