

**Marshalltown Public Library  
Board of Trustees  
February 23, 2016**

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

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

**JANUARY 26, 2016 MINUTES:** The minutes of the January 26 meeting were approved as written.

**JANUARY OPERATING BILLS:** The Alliant bill is for two months due to a change in the billing cycle. It was moved and seconded (Thoreson/Thiessen) to approve the bills. The motion was unanimously approved.

**OLD BUSINESS:**

--Library staff and Board members have been looking over the current circulation policy. Some possible changes include: raising the maximum fine from \$3.00 to \$5.00 and having an "introductory period" for new users, during which they are allowed to check out a limited number of items. Staff members are still working on this policy and it will be presented again before approval.

**NEW BUSINESS:**

--*City Budget:* The final budget hearing is March 7 at noon in the City Council Chambers. Much of the new levy money has been allocated to staff: making our Volunteer Coordinator a permanent part-time position of 20 hours/week, choosing a Sunday Supervisor, hiring extra staff to cover Sunday hours and the possibility of a building monitor. Levy funds will also be used for materials, building maintenance, technology and programming.

**DIRECTOR'S REPORT:**

--*FOL Updates:* The recent cookbook sale raised nearly \$1400 and the Modern Woodmen of America presented the Friends with a \$500 donation. The Friends purchased a new display rack that will feature particular selections of books for sale and also two new book carts. The Friends voted to use funds from a bequest to purchase five new computers. It is hoped that the levy funds will allow us to replace computers and other technology on a rotating basis.

--*Wondering if Emerson* has a source or facility to recycle or reclaim equipment and materials.

--*AARP Tax Help:* Volunteers continue to offer tax preparation assistance to seniors and low income folks. The library has a limited number of IRS forms, but can print out forms we do not carry and any Iowa State form.

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--*National Library Week*: Any ideas for a special promotion, incentive or "cause" to collect things for? In the past we have collected items for the Emergency Food Box, the ARL and the House of Compassion. Suggestions will be appreciated.

The next meeting will be Tuesday, March 29.

The meeting was adjourned at 5:20pm.