

**Marshalltown Public Library**  
**Board of Trustees**  
**October 24, 2017**

**PRESENT:** Judy Lindholm, Allan Thoreson, Maureen Lyons, Leah Mattox, Megan Bell, Bob Untiedt, Ronnie Manis, Sarah Rosenblum, Sandy Gowdy   Guests: Sara Jordan and four West Marshall students

President Leah Mattox called the meeting to order at 4:32 pm.

**SEPTEMBER 26, 2017 MINUTES:** The minutes of the September 26 meeting were approved as written.

**OPERATING BILLS:** It was moved/seconded (Thoreson/Lindholm) to approve the bills. Notes: The "Odilo" expense is an on-line product for Spanish materials in which funds are deposited into an account. As patrons choose a particular title to check out, the cost of that is deducted from the account. The company is still working to set up the program and should be ready soon.

**OLD BUSINESS:**

--The new Sirsi Dynix-Enterprise catalog has been released and both patrons and staff are using it.

**NEW BUSINESS:**

--*Review of City Dress Code Policy and Possible Library Revision:* The library currently conforms to the City Dress Code, but can propose its own. Possible changes include hair color, piercings and wearing of jeans. It was felt changes should be left to the director's discretion. Sarah will send a draft prior to the November meeting.

--*Budget Update:* The finance department has been asked to move some lines in the budget to better reflect actual expenses. Leah, Bob and Sarah will be meeting with the Finance Director about the CIP. The amount of levy income for 2018 will be announced at the beginning of the year.

--*Building Issues:* It was suggested to purchase and install sharps containers in the women's, men's and family restrooms. Sarah will check on grant opportunities to purchase an AED for the library. A new phone system has been installed throughout the city. A land line phone has been installed in the mechanical room for emergencies in case the internet is down. A Polycon phone has been purchased and may be used for conference calls.

**UNITED FOR LIBRARIES TRUSTEE VIDEO:** Members watched the video on effective board meetings, furnished by the Association of Library Trustees.

**PUBLIC COMMENT:** The visiting high school students were asked their opinions on the dress code changes.

The next meeting will be November 28.

The meeting was adjourned at 5:35 pm.