

MINUTES OF BOARD OF TRUSTEES MEETING

Siouxland Libraries

Library Annex

Wednesday, January 12, 2009

1. Roll Call and declaration of quorum. The meeting was called to order at 4:35 by Tom Houle. Present: Cindy Heiberger, Tom Houle, Jill Molzen-Biegler, Debbie Reid, and Sally Felix, Library Director. Absent: Marcie Moran and Carol Twedt. Staff present: Joan Reddy.
2. The agenda was accepted as presented.
3. Motion by Reid and seconded by Heiberger to approve the minutes of the November 5, 2008 meeting. Motion carried.
4. Financial and Statistical reports. Felix stated that the Library left around four to five percent of the 2008 budget unspent; the final figures are not in yet. Circulation statistics are in the Board's packet. The December 2008 circulation was around eighteen percent higher than December 2007. There have been amazing increases in Library usage. The web uses have increased phenomenally. The City is looking at the 2008 budget and holding back some expenditures for the short term. Plans are underway for the 2010 – 2014 Capital Improvements Program.
5. Library Director and Staff Reports. The Director's Report was included in the Board packets. There is a Library Associate position opening later in January. The bond ordinance for the quality of life issues, including the west side branch library, will come to the City Council in February. Materials Availability Surveys are in process; the survey measures if customers are finding the materials they want at the Library. Internal Audits commended the Library for having up-to-date procedures that are followed by staff.
6. Public Input. No members of the public were present.
7. Unfinished business
 - a. Main Library Project Update. Reddy gave an update on the construction project. The end of Phase I (addition) is expected to occur around April 24. Furniture bids are due later in January. HVAC work is continuing. Gas heat will start soon. The contractor is working on interior finishes.
8. New Business - None

The next meeting will be on March 11, 2009, 4:30 p.m. at the Library Annex Conference Room.

The meeting was adjourned at 5:25 p.m.