

CISSNA PARK COMMUNITY LIBRARY

BOARD OF TRUSTEES

MEETING

May 20, 2014

CALL TO ORDER AND ROLL CALL

President Larry Hofbauer called the regular meeting of the Cissna Park Community Library District Board of Trustees to order at 4:03 p.m. on May 20, 2014 with the following trustees and administrators present: Charles Alt; Lynn Hasselbring; Donna Jean; Nancy Thompsen; Larry Hofbauer; Sandra Thomas, Library Assistant, and Rebekah Hoffman, Librarian.

APPROVAL OF AGENDA

Lynn Hasselbring made the motion, seconded by Charles Alt, to approve the Agenda as presented. Vote: ayes, all. Motion carried.

APPROVAL OF MINUTES

Nancy Thompsen made the motion, seconded by Charles Alt, to approve the minutes of the April 21, 2014 regular meeting as presented. Vote: ayes, all. Motion carried.

TREASURER'S REPORT – INVESTMENT POLICY REPORT

Mrs. Thompsen reported interest income of \$0.77, a balance on hand in the checking account as \$45,397.83; interest of \$3.61 and a balance in the NOW account as \$44,335.54; a balance in one CD as \$56,430.31, and a balance in the second CD as \$25,075.07. In conformance with our Investment Policy, all funds except Petty Cash are invested in insured accounts with the Cissna Park State Bank.

READING AND ALLOWANCE OF BILLS

Lynn Hasselbring made the motion, seconded by Nancy Thompsen, to approve payment of the bills as presented. Roll call vote: Mr. Alt, yes; Mrs. Young, absent; Mrs. Seggebruch, absent; Mrs. Jean, yes; Mr. Hofbauer, yes; Mrs. Thompsen, yes; Mrs. Hasselbring, yes. Motion carried.

OPPORTUNITY FOR PUBLIC INPUT

None.

COMMUNICATIONS

Ms. Hoffman stated in the Librarian's Report that circulation is about the same. Student books are being collected before the end of the school year. Automation has had no problems.

In the Library Assistant's Report, Mrs. Thomas reported that the Summer Reading Kick-Off is May 30th. Kids are still signing up. There will be 5 programs through the end of July. Each week is a different project.

The Finance Committee Report discussion was led by Mrs. Thompsen. The proposed salary for FY'15 includes a 2% increase for Shirley and Sandy. The proposed budget figures are very similar to last year, although capital outlay should be increased to \$1500.00, making the total \$95,163.00. Adding a Chromebook cart and databases was discussed as a way to spend some of the surplus. Discussion followed on forming a committee for future technology purchases. President Larry Hofbauer appointed Lynn Hasselbring, Elaine Young, Donna Jean and Rebekah Hoffman to this committee. It was suggested to increase capital outlay to \$5000.00 to budget for future technology purchases.

UNFINISHED BUSINESS

The couch for the Quiet Reading Room has been ordered. Photos and fabric samples were shown to the board.

NEW BUSINESS

The annual schedule of meetings was presented and discussed. Charles Alt made the motion, seconded by Lynn Hasselbring, to adopt the annual schedule of meetings as presented. Vote: ayes, all. Motion carried.

ADJOURNMENT

Nancy Thompsen made the motion, seconded by Donna Jean, to adjourn the meeting at 4:37 p.m. Vote: ayes, all. Motion carried.

Board President

Board Secretary