

**Sturm Memorial Library
Board of Trustees Meeting
February 14, 2017**

President Judy Trull called the meeting to order at 5:30 p.m. Members present: Jennifer Brickey, Alice Brown, Judy Trull, Barb Baumgartner, Mona Golla-Kolosso, and Dr. Melanie Oppor (arrived at 5:50), Ellen Connor was also present.

Ellen requested the addition of Annual Report to Agenda under new business. A motion to approve the Agenda, with the addition, was made by Baumgartner/Kolosso. Motion Carried.

Previous meeting minutes were not available due to passing away of Secretary Nolan.

Audience to Visitors

Jessica Beckendorf from the UW Extension shared next steps for Strategic Planning with the board. A discussion about plan processes took place. Jessica suggested revisiting the Mission Statement closer to the end of the process. She explained the External Assessment and the need for additional input from the community. Data collection will take place over the next several weeks. Ellen and Lynn gathered Data/Surveys at the School's Parent Teacher Conferences last week. Both paper copies and submissions on the iPad were available. The board discussed further survey distribution. A deadline was set for March 31st to submit surveys, allowing time to combine data before our April meeting.

Approval of Library Bills/Presentation of Monthly Budget Report

Motion made by Brickey/Brown to approve the payment of the monthly bills in the amount of \$4206.98 and donations account of \$1392.01. Motion carried. Ellen reviewed monthly budget report for December 2016. The budget was under for a total of \$7325.80 overall for the year. Categories contributing were lower salaries, building & grounds maintenance, and utilities. Ellen will ask the City of Manawa if they are able to place the balance into the Local Government Investment Pool.

Library Director's Report

The December 2016 and January 2017 Library Director's reports were distributed. The decrease in circulation for 2016 is common among area libraries. Although visits and revenue are down, Sturm Memorial Library is slightly above average, and has the second highest circulation of the peer libraries. There were fewer dollars spent on materials which may have lead to decreased circulation from the prior year.

Committee Reports

Building Committee

Ellen submitted the advertisement for bids on the porch/railing project. Bids open Tuesday, February 21st at 3:00 pm. A special meeting will be held Tuesday, February 28th from 5:30 – 6:30 pm.

Furnaces were leaking water. Manawa Heating & Cooling was able to repair.

We need to start thinking about snow removal for 2018, as Floyd Gerl will no longer be available to clear snow from sidewalks. The committee will miss the service he provides.

Communications

Ellen shared a thank you card from the family of Debbie Nolan for flowers sent to the funeral on behalf of the library.

A donation check of \$1000 was made from the B&D Foundation. Ellen researched the foundation, and it was founded by Bev and Dewey Carl from Manawa. Ellen sent a thank you card for the generous donation.

Unfinished Business

None

New Business

A fundraising event is being held at Lindsay Park on June 6th for Project Backpack. Ellen signed on for a performer; David Landau will be performing at 11:00. This will be added as a library program for the event.

There is a trustee vacancy due to the loss of Debbie Nolan. This position can be non-resident if necessary. Ellen will submit a list of suggestions by the board to the Mayor for appointment to the board.

Ellen presented the Annual Report. The deadline to submit the report is Friday, and DPI is becoming stricter about the deadlines than in the past. Ellen reviewed and explained each section of the report, and where the data comes from to fill the report. The board reviewed the draft. A motion was made by Baumgartner/Kolosso to agree with the *statement concerning public library system effectiveness*, and to accept the annual report. Motion carried.

Next Meeting Date

The next meeting of the SML Board of Trustees will be held on **Tuesday March 14th at 5:30 p.m.**

Move by Brown/Oppor to adjourn 6:50. Motion Carried.

Respectfully Submitted by:
Jennifer Brickey - Treasurer

*These minutes have not yet been approved by the Board of Trustees and may be edited