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## **JOHNSTON LIBRARY BOARD OF TRUSTEES**

### **MINUTES**

**March 21, 2019**

The Johnston Public Library Board of Trustees met for a regular meeting at 5:30 p.m. on Thursday, March 21, 2019, in the Archive Room. Present were Katie Fiala, Dan Marvin, Robert Marvin, Megan Tooker and Assistant Director Molly Countryman.

#### **Approve Agenda**

Robert Marvin moved to approve the agenda. Dan Marvin seconded the motion, and it was unanimously approved.

#### **Citizen Comment**

- A patron stated that she loved that children are in the library, but complained some were running.
- Several library users mentioned that they are enjoying the Whisper Room.
- Patron commented that the library staff are so friendly.
- One library user does not like how we have moved recently returned adult fiction and non-fiction by the New Arrival section. To that library user, it seems confusing.
- A patron likes the new chairs and thinks they are very comfortable.
- Many families commented that the carnival was amazing and they appreciated all the hard work that library staff put toward the activities planned during spring break this year.

#### **Meeting Minutes**

Dan Marvin moved for approval of the February 21, 2019, minutes ([link](#)). Robert Marvin seconded the motion and it was unanimously approved.

#### **Approve Bills**

Library claims for the month totaled \$21,072.57 ([link](#)) with city back charges of \$7,349.78 ([link](#)). Dan Marvin moved approval of the bills. The motion was seconded by Fiala and unanimously approved.

#### **Budget Amendment** ([narrative](#) | [spreadsheet](#))

Melton presented the amended budget. Fiala moved to approve the budget amendment, Robert Marvin seconded the motion. It was unanimously approved.

## **REPORTS**

### **Budget and Finance Month-End**

- With 67% of the year passed, spending represented 67% of the budget \$911,640 ([link](#)).
- At the end of February 2019, the Library Trust balance was \$37,073.76 ([link](#)). This includes a planned transfer of \$28,000 to the Library's operating budget.

## Statistics

Melton reported that February 2019 circulation was up by 11.8 percent from the same month last year. PC sessions increased by 5.8 percent from usage in February of 2019 ([link](#)).

## DIRECTOR'S REPORT

### 1. Staff

- a. AmeriCorp has a program called [Summer Reading Corps](#) where, for \$250 total, libraries and other organizations that encourage reading over the summer can get a full-time AmeriCorps employee for nine-weeks to help deliver summer reading programming. Melton applied for the program last week. If approved, the Library would use the extra help for Summer Reading related activities and outreach including taking materials and services via the Book Bike to the free lunch sites and other locations.

### 2. Building & Grounds

- a. The sun often enters the Archive Room in a way that makes viewing the TV, which is often used by groups to project a laptop, very difficult. Shades that match the West Meeting Room shades will be installed soon on the second tier of north-facing windows.
- b. The Whisper Room is now open. Furniture arrived last week, and the two public PCs will be installed soon.

### 3. Technology

- a. Library Associate, Rod Brown, has been delivering materials to home-bound patrons for more than a year. He'll be working with Countryman to transition some of this work to volunteers who will use their personal vehicles for delivery. (This has been cleared with city administration and the insurance agent.)

### 4. Food for Fines

- a. Food for Fines will take place during National Library Week again this year: April 6<sup>th</sup>-13<sup>th</sup>. Patrons can pay for \$1 in fines with each non-perishable food item donated. Fines for lost and damaged materials are not eligible.

### 5. Programs

- a. Pasta Love took place Saturday, March 16<sup>th</sup>. Lois White showed how to make homemade pasta dough using fresh herbs and veggies, including spinach, carrots, and beets.
- b. The Youth Services department held a carnival in the Large Meeting Room on March 20<sup>th</sup>. It featured a bounce-house, crafts, and a snack.
- c. Shred Day will take place Saturday, April 27<sup>th</sup>, 9am-12pm this year. The Library is collaborating with AARP again this year. They will pay for the shredding trucks and help market the event. Participants are encouraged to limit their shredding to three disposable boxes per household.
- d. Lessons of The Holocaust will take place Sunday, April 28<sup>th</sup>, 1pm-2:30pm. Brad Wilkening, member of the Iowa Holocaust Council, will asks attendees to reflect on how lessons from the Holocaust are relevant today. Wilkening will discuss the rise of the Nazi party and how Hitler came to power. Holocaust survivor, Mr. David Wolnerman, and his

son, Michael, will also be present to share Wolnerman's experiences in Auschwitz Concentration Camp.

- e. The Library will host two kite workshops in April in the lead-up to May's Kites on the Green. Attendees can make, decorate, and fly a free kite.

### **COMMENTS**

With no additional business, Robert Marvin moved for adjournment. The motion was seconded by Dan Marvin and unanimously approved. The meeting adjourned at 5:50 p.m.