

MINUTES OF THE SOUTH SIOUX CITY
PUBLIC LIBRARY ADVISORY BOARD
Meeting on January 7, 2015

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held January 7, 2015. Present were board members Sally Reinert, Ardel Bengtson, Jan Johansen, Randy Meyer, Twila Preston, Helen Sorensen and Library Director, Dave Mixdorf. Randy called the meeting to order at 5:30, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance. Minutes of the monthly meeting of December 3, 2014 were distributed. The minutes were approved as amended.

Correspondence and Communications:

Dave has received a request to present "Budget On a Shoestring" at the Iowa Library Conference and the Kansas Library Conference.

Librarian report:

The Library monthly usage statistics report was reviewed.
An evening Children's assistant has been hired.

Unfinished Business:

All painting is complete. The hallway has been retiled.

Financial Literacy Classes:

These classes will begin January 13 at 6:30 PM with a Smart Investing at Your Library class. Dave provided a list of the other classes that will be available through April.

Strategic Plan:

Work on the Strategic plan will begin in January. The task will be broken down into committees for particular areas. These committees will meet separately and work on their assigned area. The Nebraska Library Commission requires this for certification. The project must be done in two years. The Board will work with the library staff on this. A survey committee is necessary to assess community needs. Suggestions for people to serve on this committee are needed.

Technology Plan:

The Nebraska Library Commission requires a Technology Plan for certification. We need to determine the goals for the future in technology for the library. The first meeting on this will be January 27 beginning at 11:00. This will take place at the library. The committee will be working on where the technology of the library should be in 3 – 5 years.

New Business:

Library Board Members:

The Board welcomed Helen Sorensen as a new member of the Library Board.

One Book, One Siouxland:

The One Book, One Siouxland book will be "Unbroken". Dave provided a flier on the schedule of events concerning this. Plans are to have a speaker on the North Platte Canteen and to show a movie on this.

Accreditation:

Dave passed out application materials for this process. These listed areas that must be up to date for the accreditation.

Review of Library policies:

After recent review Jan Johansen made a motion, seconded by Sally Reinert, to approve the renewal of the present policies. Motion passed. This renewal will be for three years.

New staff:

Gisella Moreno – Circulation Desk

Shelby Walsh – Circulation Desk

Veronica Chevaz – Children's Assistant

Adjournment:

A motion by Jan, seconded by Twila was made to adjourn. The meeting adjourned at 7:01.

President

Secretary

MINUTES OF THE SOUTH SIOUX CITY
PUBLIC LIBRARY ADVISORY BOARD
Meeting on February 4, 2015

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held February 4, 2015. Present were board members Sally Reinert, Ardel Bengtson, Jan Johansen, Randy Meyer, Twila Preston, Helen Sorensen, Mary Macomber and Library Director, Dave Mixdorf. Randy called the meeting to order at 5:30, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance. Minutes of the monthly meeting of January 7, 2015 were distributed. The minutes were approved as read.

Correspondence and Communications:

None

Librarian report:

The Library monthly usage statistics report was reviewed.

Unfinished Business:

Financial Literacy Classes:

These classes began January 13 at 6:30 PM with a Smart Investing at Your Library class. Dave provided a list of the other classes that will be available through April. Webinar classes are offered. The library website will have the URL address.

Strategic Plan:

Work on the Strategic plan began in January. The task will be broken down into committees for particular areas. These committees will meet separately and work on their assigned area. The Nebraska Library Commission requires this for certification. The project must be done in two years. The Board will work with the library staff on this. A survey committee is necessary to assess community needs. Suggestions for people to serve on this committee are needed. These recommendations should also include organizations and businesses to help with this.

Technology Plan:

The Nebraska Library Commission requires a Technology Plan for certification. We need to determine the goals for the future in technology for the library. The first meeting on this was held January 27 at the library. The committee will be working on where the technology of the library should be in 3 – 5 years.

One Book, One Siouxland:

The One Book, One Siouxland book will be “Unbroken”. Dave provided a flier on the schedule of events concerning this. Plans are to have a speaker on the North Platte Canteen and to show a movie on this.

New Business:

Library Board Members:

The Board welcomed Mary Macomber as a new member of the Library Board.

Accreditation:

Dave passed out application materials for this process. These listed areas that must be up to date for the accreditation. He also presented the Trustee Academy for the new board members.

Seed Library:

Currently the Seed Library violates Nebraska Law because we give away seeds that are not from the Dept. of Agriculture. Dave will be contacting the State Agricultural Committee to obtain an exemption for the library and the community garden. This meeting will take place on February 24.

Review of Library policies:

The board received copies of the Customer Service Policy, Test Proctoring Policy, Sales Policy, Surveillance Camera Policy, Public Meeting Room Policy, and Staff Development Policies.

Concerning the Surveillance Policy, a question about images on the cameras being public record was raised. It was decided that a protocol should be established as to how the tapes are accessed. Randy will contact Attorney Wayne Boyd concerning this.

Corrections were made to the Staff Development Policies. Mary Macomber made a motion, seconded by Twila Preston that Dave should apply these changes and print out a revised copy for our next meeting. Motion carried.

On the Complaint Form it was suggested that the name be changed from Patron Complaint Form to Customer Complaint Form. Twila Preston made a motion, seconded by Helen Sorensen, to make these changes. Motion carried

Two Sales Policy forms were presented. The first would not allow any sales in the library that are not directly related to the library. The second would allow sales not related to the library to be conducted in the meeting room. Twila Preston made a motion we accept Sales Policy 2 which would allow the sales. Jan Johansen seconded. Motion carried with one dissenting vote.

Adjournment:

A motion by Jan, seconded by Twila was made to adjourn. The meeting adjourned at 7:15.

President

Secretary

MINUTES OF THE SOUTH SIOUX CITY
PUBLIC LIBRARY ADVISORY BOARD
Meeting on March 4, 2015

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held March 4, 2015. Present were board members Sally Reinert, Ardel Bengtson, Jan Johansen, Randy Meyer, Helen Sorensen, Mary Macomber and Library Director, Dave Mixdorf. Twila Preston was absent. Randy called the meeting to order at 5:30, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance. Minutes of the monthly meeting of February 4, 2015 were distributed. The minutes were approved as read.

Correspondence and Communications:

None

Librarian report:

The Library monthly usage statistics report was reviewed.

Department heads will have one meeting per month.

During National Library Week the library will host a program called "Sixty-five Things to Learn at Your Library. Volunteers will be needed to teach each of the 65 classes.

Dave will be conducting a workshop in Iowa City/Cedar Rapids area for the Iowa Library Association Conference. This will be a workshop on Budgeting on a Shoestring and Seed Saving Libraries.

Unfinished Business:

Strategic Plan:

Board members are to bring a list of volunteers to give their opinion on what they like about our library and where they feel the library should be going in the future.

Technology Plan:

Ideas are needed for our library in the future. This will be handled by the committee.

One Book, One Siouxland:

The One Book, One Siouxland book is "Unbroken". Movies on WWII will be shown and there will be book discussions. The final event will be held at the Betty Strong Encounter Center. WWII music will be played. This will take place on April 12 at 2:00 PM.

Accreditation:

Video training from the Trustee Academy will be shown during our April meeting.

New Business:

Review of Library policies:

The Test Proctor policy was reviewed and necessary corrections were made. Sally Reinert made a motion, seconded by Helen Sorensen, that we accept this policy as corrected. Motion carried.

Corrections were made to the Surveillance Policies. Sally Reinert made a motion, seconded by Mary Macomber, that we accept this policy as corrected. Motion carried..

The Customer Service Policy was reviewed and necessary corrections were made. Mary Macomber made a motion, seconded by Sally Reinert, that we accept this policy as corrected. Motion carried.

It was agreed that each of the above policies will be reviewed once more at our next meeting. The Library Programming Policy, Public Meeting Room Policy, and Staff Development Policies will be reviewed at the April meeting.

Adjournment:

A motion by Jan, seconded by Sally was made to adjourn. The meeting adjourned at 7:13.

President

Secretary

MINUTES OF THE SOUTH SIOUX CITY
PUBLIC LIBRARY ADVISORY BOARD
Meeting on April 6, 2015

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held April 6, 2015. Present were board members Sally Reinert, Ardel Bengtson, Jan Johansen, Randy Meyer, Helen Sorensen, Mary Macomber, Twila Preston and Library Director, Dave Mixdorf. Randy called the meeting to order at 5:30, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance. Minutes of the monthly meeting of March 4, 2015 were distributed. The minutes were approved as read.

Correspondence and Communications:

None

Librarian report:

The Library monthly usage statistics report was reviewed.

Dave described some of the library's programs that are available.

Pat-a-Cake Pals class is up to 30 participants.

A day of International Table Games will be held April 11 for adults and kids.

April 20 – 24 is Money Smart Week. Several classes will be held on the topic of managing money.

Voices for Food meets every 1st and 3rd Monday 12:00 – 4:00. This is a cooperative effort to solve the food issues in our area.

National Library Week is April 13-17. Dave will host a cookout on April 15 to celebrate.

Unfinished Business:

Strategic Plan:

Dave and Dave have been working on a list of the strengths and weaknesses of our library. Opportunities and threats are also part of this. The Board received copies of the library survey to pass out to the community. The deadline for this is June 1.

Technology Plan:

The committee is progressing.

Library Policies:

Customer Service and Staff Development policies were given final approval.

The Board will evaluate the Meeting Room and Programming policies at our next meeting.

Accreditation:

Video training from the Trustee Academy was shown during our April meeting.

Recycling:

Dave and Sally have met with Pat Boeshart. The committee needs to write out the library's policy on Styrofoam.

New Business:

Dave plans to arrange a meeting with the Dakota County Commissioners to discuss maintaining the county's funding for the library.

As a final activity the Board said goodbye to Twila Preston who will be leaving the Board. She is moving to Kansas City.

A motion by Jan, seconded by Sally, was made to adjourn. The meeting adjourned at 6:45.

President

Secretary

MINUTES OF THE SOUTH SIOUX CITY
PUBLIC LIBRARY ADVISORY BOARD
Meeting on May 6, 2015

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held May 6, 2015. Present were board members Sally Reinert, Ardel Bengtson, Jan Johansen, Randy Meyer, Helen Sorensen, Mary Macomber, and Library Director, Dave Mixdorf. Randy called the meeting to order at 5:30, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance. Minutes of the monthly meeting of April 6, 2015 were distributed. The minutes were approved as amended.

Correspondence and Communications:

None

Librarian report:

The Library monthly usage statistics report was reviewed.

Dave described some of the library's programs that are available. Among these are Freegal which is a music service with which patrons can download music to their personal devices through the library.

A day of International Table Games was held April 11 for adults and kids. It was a day of board games. Dave was pleased with the participation in this event.

Dave attended a Strategic Plan discussion in Belleview. Our library was up to date on this.

Dave was a presenter at the Eastern Iowa Paraprofessional Conference in Iowa City. The topic was "Getting into the Librarian Business".

Dave will also be a speaker at the Pre-conference for the Iowa Library Conference.

Unfinished Business:

Strategic Plan:

Dave and Dave have been working on a list of the strengths and weaknesses of our library. Opportunities and threats are also part of this. The Board received copies of the library survey to pass out to the community. Board members were asked to seek out businesses to fill out the surveys. Surveys may be dropped off at Hyvee or the College Center. The deadline for this is June 1.

Library Policies:

On a motion by Sally Reinert, seconded by Mary Macomber, the Non-profit Meeting Room policy was approved. The For-profit Meeting Room Policy was discussed and will be ready for approval at our June meeting. The Library Programming Policy will be discussed at the June meeting as well.

New Business:

Dave will be setting up a town hall meeting in June with the City of South Sioux City. Discussion will involve what the community can do to meet the needs of its citizens and how the library can be of use to solve some of the problems.

As a final message Dave informed the board of the fire at the home of our children's librarian.

A motion by Jan, seconded by Sally, was made to adjourn. The meeting adjourned at 7:18.

President

Secretary

MINUTES OF THE SOUTH SIOUX CITY
PUBLIC LIBRARY ADVISORY BOARD
Meeting on July 1, 2015

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held July 1, 2015. Present were board members Sally Reinert, Ardel Bengtson, Jan Johansen, Mary Macomber, Helen Sorensen, and Library Director, Dave Mixdorf. Randy Meyer was absent. In the absence of President Randy Meyer, Ardel Bengtson called the meeting to order at 5:30, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance. Minutes of the monthly meeting of June 3, 2015 were distributed. The minutes were approved as read.

Correspondence and Communications:

None

Librarian report:

The Library monthly usage statistics report was reviewed.

The library sponsored the free movie for Cardinal Daze. 2000 + people watched the movie at the outdoor screen in Scenic Park.

In June the library hosted a Board Gaming Day. This is a day devoted to playing board games. 45 people took part. Among these was a group from the Tri-State Gamers. A second day was held in June where 42 people took part.

The library will be handling the education part of Voices for Food, an organization whose purpose is to get food to people in the community who have need. The education will include such classes as canning, wine making, and home brews.

Dave is helping with the interview process for the new job at the Extension Office.

Dave will meet with the city concerning the use of the big concrete screen and the legality of showing movies on it.

There will be a read-a-thon at Barnes and Noble on July 13. Each reader will read for a half-hour from the book, "To Kill a Mockingbird". Dave is helping out with this.

On July 15 Dave will be a judge of the horticulture for the Dakota/Thurston County Fair.

Dave visited with the City Council concerning the budget. He proposed several scenarios to make up for the \$40,000 shortfall that may take place if the county does not contribute as it has in the past. The budget will be approved October 1, 2015.

Unfinished Business:

Strategic Plan:

The proposed Town Hall meetings did not take place because of lack of attendance.

Dave will give a tally count at our next meeting of the survey results.

Library Policies:

It was moved by Jan Johansen, seconded by Sally Reinert, to approve the Programming Policies. Motioned carried. It was moved by Jan Johansen, seconded by Helen Sorensen, to approve the Meeting Room For-Profit Policy. Motion carried.

Surveys:

More surveys need to be turned in. Dave will tabulate the results.

New Business:

The Behavior Penalties and Library Rules policies will be tabled until the August meeting.

Job Descriptions will be examined in August.

Election of officers:

Randy Meyer was nominated to be president for a second year.

Sally Reinert was nominated to be the secretary for the 2015-2016 year.

Both were unanimously approved.

A motion by Jan, seconded by Helen, was made to adjourn. The meeting adjourned at 6:32.

President

Secretary

MINUTES OF THE SOUTH SIOUX CITY
PUBLIC LIBRARY ADVISORY BOARD
Meeting on August 5, 2015

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held August 5, 2015. Present were board members Sally Reinert, Ardel Bengtson, Jan Johansen, Mary Macomber, Helen Sorensen, Randy Meyer, and Library Director Dave Mixdorf. The meeting was called to order by President Randy Meyer at 5:31.

Minutes: Minutes of the previous meeting were disseminated. It was noted that the word scenario had been misspelled. **Moved by Sally Reinert and seconded by Ardel Bengtson to approve the minutes as amended. Motion Carried.**

Correspondence and Communications:
None

Librarian Report:

- The Library monthly usage statistics report was reviewed.
- Tammy Husk presented a report on Tangled Yarns. Participants bring portable handiwork, such as knitting, crocheting, and embroidery to work on each Tuesday evening. They visit while working and share ideas and suggestions. Tangled Yarns is one of the many programs offered at the Library to serve the needs and interests of the community.

Unfinished Business:

- The Strategic Plan is progressing. One goal will be involvement in Voices for Food – a community program that gets fresh produce into the hands of those in the community who need it. The Library will be providing the education and training component. A second goal will be to help develop “the wall project” as an opportunity for family entertainment in the community.
- The Technology Plan goal will include a part-time technology position that might be shared with the city. The Library technology needs are different from those of the city, and it would be beneficial to have a tech who was familiar with the Library’s unique needs.
- Approximately 75 community needs surveys were returned. Many of the items marked as things people would like to see at the library were already being offered. Possibly there is a need for better communication about the Library’s offerings. The possibility of advertising Library activities in the school newsletters was discussed.

New Business:

- The Customer Complaint Policy and Library Rules were reviewed for corrections and amendments. **Moved by Mary Macomber and seconded by Ardel Bengtson to approve the Customer Complaint Policy as amended.**

Motion carried. Amendments to the Library Rules will be reviewed at the next meeting before approval. The Behavior Penalties and Challenged Materials Policy are carried over to the next meeting.

- The Electronic Sign would cost at least \$10,000, and more probably in the area of \$20,000. Positioning of the sign for traffic visibility could also be a factor.

Moved by Jan Johansen and seconded by Ardel Bengtson to adjourn. Motion carried. Meeting adjourned at 7:04.

President

Secretary

MINUTES OF THE SOUTH SIOUX CITY
PUBLIC LIBRARY ADVISORY BOARD
Meeting on September 2, 2015

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held September 2, 2015. Present were board members Sally Reinert, Ardel Bengtson, Jan Johansen, Mary Macomber, Helen Sorensen, Randy Meyer, and Library Director Dave Mixdorf. President Randy Meyer called the meeting to order at 5:32, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance.

Minutes: Minutes of the previous meeting were disseminated. **Moved by Jan Johansen and seconded by Helen Sorensen to approve the minutes as disseminated. Motion Carried.**

Correspondence and Communications:
None

Librarian Report:

- The Library monthly usage statistics report was reviewed. Numbers compared to last year's figures show a decrease in circulation, an increase in questions referred to the library, and less usage of library computers as an increased number of customers are bringing electronic devices to the library. Numbers of youth and adult programs remain about the same.
- Odessa will be attending the youth retreat Thursday and Friday. She will also be attending the Nebraska Library Conference in October. Dave will be attending the Iowa Library Conference being held concurrently.
- The Library is within 20 points of meeting the Gold standard for libraries. We will not actually be able to achieve this standard due to the size of the Library's budget, staff salaries, and circulation.

Unfinished Business:

- Policies – Copies of the Library Rules, Behavior Penalties, Customer Complaints, and Challenged Materials policies were disseminated for review.
 - **Moved by Jan Johansen and seconded by Ardel Bengtson to approve Library Rules. Motion carried.**
 - **Moved by Ardel Bengtson and seconded by Mary Macomber to approve Behavior Penalties Under 16. Motion carried.**
 - **Moved by Ardel Bengtson and seconded by Sally Reinert to approve Behavior Penalties Adults. Motion carried.**
 - Changes in capitalization, punctuation, and terminology were made to the Challenged Materials Policy. Final approval will be carried over to the next meeting so that the document can be reviewed with the corrections prior to approval.

- The Strategic Plan – The Strategic Plan has been submitted to the Nebraska Library Commission and has been returned with recommendations for minor changes. The Library's Strategic Plan includes:
 - The library's participation in the Food for the Hungry program.
 - Working with the Wall Committee on programming.
 - Working with the Mary Treglia Center to develop a Welcome New Americans manual to be given to those new to the community and the country. The manual is currently being tested at the Mary Treglia Center.
- Electronic Sign – Dave is arranging to have a representative from the sign company attend the Foundation meeting in October.

New Business:

- It was brought to our attention by Jan Johansen that the city needs to have better use made of the designated cable television public use channels or they may be lost. A possibility would be to broadcast some library programs.

Moved by Jan Johansen and seconded by Ardel Bengtson to adjourn. Motion carried. Meeting adjourned at 7:04.

President

Secretary

MINUTES OF THE SOUTH SIOUX CITY
PUBLIC LIBRARY ADVISORY BOARD
Meeting on October 7, 2015

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held October 7, 2015. Present were board members Sally Reinert, Ardel Bengtson, Jan Johansen, Mary Macomber, Randy Meyer, and Library Director Dave Mixdorf. President Randy Meyer called the meeting to order at 5:30, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance.

Minutes: Minutes of the previous meeting were disseminated. **Moved by Jan Johansen and seconded by Mary Macomber to approve the minutes as disseminated. Motion Carried.**

Correspondence and Communications: – none

Librarian Report:

- ☐ The Library monthly usage statistics report was reviewed. Numbers remain about the same.
- ☐ Odessa attended the Youth Retreat and brought back many new ideas. She also attended the Tri-State Child Care Conference for developing programs to work with day care centers. The library will be making up kits containing books and related activities and toys, to lend to day care providers. Dave attended the fall library workshop, and brought back some technology ideas using iPads, as well as some ideas for the writers group. The library will be looking into getting some iPads for library use. Odessa will also be attending the Nebraska Library Conference in October, while Dave will be presenting at the Iowa Library Conference.
- ☐ South Sioux City AmeriCorps Vista worker Luz Nunovero will be working at the library on Saturdays.

Committee Reports – none

Unfinished Business:

- ☐ Strategic Plan – Work on the tech part of the plan is postponed until a new tech person is hired. Some clarification of our activities was needed by the Library Commission. All forms for certification are complete and ready to be sent.
- ☐ Challenged Materials Policy – The policy was reviewed. Some punctuation changes were made. **Moved by Sally Reinert and seconded by Ardel Bengtson to approve the policy as corrected, with corrected copies to be provided to the Advisory Board. Motion carried.**
- ☐ Electronic sign – The sign company has not as yet responded. It is hoped that they will before the next Foundation meeting.

New Business - none

Moved by Jan Johansen and seconded by Mary Macomber to adjourn. Motion carried. Meeting adjourned at 6:27.

President

Secretary

MINUTES OF THE SOUTH SIOUX CITY
PUBLIC LIBRARY ADVISORY BOARD
Meeting on November 4, 2015

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held November 4, 2015. Present were board members Sally Reinert, Jan Johansen, Mary Macomber, Randy Meyer, and Library Director Dave Mixdorf. President Randy Meyer called the meeting to order at 5:30, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance.

Minutes: Minutes of the previous meeting were disseminated. **Moved by Jan Johansen and seconded by Mary Macomber to approve the minutes as disseminated. Motion Carried.**

Correspondence and Communications: – none

Librarian Report:

- ☐ The Library monthly usage statistics report was reviewed. Numbers are generally unchanged, with adult attendance up.
- ☐ Dave will be attending the PLA conference next month.
- ☐ The city has hired a new tech person. This should mean that we will be able to get all computers working, and the Apple computer set up.
- ☐ The Library will be presenting and handing out information at the Barnes & Noble maker fairs.

Committee Reports – none

Unfinished Business:

- ☐ The Strategic Plan has been approved. Board members were given copies. Our plan is unique in that it includes three community involvement projects –more than other libraries.
- ☐ We have received our accreditation and are at the "silver" level. We will be able to score higher in some of the categories next year. But salaries, certified staff, circulation, and collection size goals will probably not be achievable in the immediate future.

New Business:

- Board accreditation is up for renewal in August. Dave will compile a list of webinars the board may wish to watch, and will email a list. We will watch one webinar before the next board meeting, beginning at 5 o'clock.
- Lighting in the library parking lot is inadequate. This problem will need to be addressed. The library may also consider replacing lights in the library with more energy efficient lighting to reduce utility costs.

Moved by Jan Johansen and seconded by Mary Macomber to adjourn. Motion carried. Meeting adjourned at 6:24.

President

Secretary

MINUTES OF THE SOUTH SIOUX CITY
PUBLIC LIBRARY ADVISORY BOARD
Meeting on December 2, 2015

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held December 2, 2015. Present were board members Sally Reinert, Jan Johansen, Mary Macomber, Ardel Bengtson, Helen Sorensen, Randy Meyer, and Library Director Dave Mixdorf. Secretary Sally Reinert called the meeting to order at 5:30, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance.

Minutes: Minutes of the previous meeting were disseminated. **There being no corrections, the minutes, as disseminated, were approved.**

Correspondence and Communications: – Several thank-yous from organizations were received as well as a donation, which will be used toward care of the birds.

Librarian Report:

- ☐ The Library monthly usage statistics report was reviewed. Numbers are fairly consistent, questions answered have increased. Children's numbers are down due to the lack of evening children's programs at this time.
- ☐ Library customers have been re-shelving books. This makes it difficult to keep an accurate count of in-house use, as well as increasing the chance that books will be misplaced. Several possibilities for communicating the need to leave used items on the tables will be considered.

Committee Reports – none

Unfinished Business – none

New Business – Dave shared a preview of 2016. These are just a sampling of the programming possibilities for the upcoming year:

- STEAM (Science, Technology, Engineering, Art, and Math) Robotics
- Legos
- Video Making
- Prime Time – educating parents on reading to their children (Grant funding is available for this.)
- Relax at Your Library – reading and yoga
- STARS – reading with canines
- 1000 Books Before Kindergarten
- Sensory Stories – targeting children with disabilities
- iPad/iPhone hints

Moved by Jan Johansen and seconded by Mary Macomber to adjourn. Motion carried. Meeting adjourned at 6:24.

President

Secretary