



**Minutes of the Monday, July 8, 2019 Meeting  
Library Advisory Board**

**PRESENT:** Melissa Kuhl (Chair), Keri Simon, Travis Davidson, Jayne Spooner, Luke Weng (Student Board Member), Delane James (Library Director), Paula Hildebrandt (Library Receptionist)

**CALL TO ORDER:** Melissa called the meeting to order at 6:00 p.m.

**APPROVAL OF THE MINUTES:** The minutes of the June 10, 2019, meeting were approved as written following a motion by Keri and a second by Jayne. The motion carried.

**DIRECTOR'S REPORT:** Library Director Delane James reported on the following:

- The SELCO migration on June 17<sup>th</sup> went smoothly and the circulation system was ready to use by late morning. Currently, the self-check machine is out of order but SELCO is working with the vendor on the problem.
- Delane encouraged the Board to look at the pollinator garden after the meeting to see the signage recently installed by Brad Phenow recognizing the groups that contributed to the project.
- Delane shared current statistics for June programs as follows:
  - Over 750 signups for summer reading
  - 767 people attended 9 different Friday performer programs
  - 359 people attended 12 storytimes
  - 51 teen volunteers were trained who have worked 222 hours at 21 separate shifts
  - 11 teens attended the Teen Advisory Board meeting
  - 26 youth attended 4 Book Buds (formerly Little/Big Reads) sessions
  - 80 Facebook followers participated in 4 prize drawings
  - 38 people attended 8 ukulele programs
  - 21 people used library bike locks
  - Over 2,700 people experienced the Green Card Voices Exhibit

- The Friends of the Library have received a proposal from Perkin & Will to create construction documents for the development of a patio/plaza area near the old main entrance of the Library. The quote of \$15,000 includes community engagement sessions as well as the creation of a construction plan. The Friends will discuss and vote on this proposal at their July 18th meeting.

**TEEN ADVISORY BOARD REPORT:** Student Board Representative Luke Weng was unable to attend the recent meeting. He reported that a Spiderman movie was shown this afternoon and that a Harry Potter Concert will be held on Wednesday, July 31, 2019, on Harry Potter's birthday.

**SELCO REPORT:** None available.

**2020 BUDGET PROCESS UPDATE:**

- Delane distributed copies of the 2020 Rice County Funding Request. For 2020, a 3% increase in County funding was requested to help offset rising health insurance costs and a 3% cost of living increase for personnel. The Library has not received an increase in funding from the County for several years. Delane will be presenting to the Rice County Commissioners at their meeting on Tuesday, August 6, 2019, and invited the Advisory Board Members to attend.
- The first City budget work session will be held on July 16, 2019. Due to a variety of issues impacting projected revenues for the City, it is unlikely that personnel requests will be supported unless requested positions generate revenue.

**OTHER:**

- Though complaints are infrequent, Delane is planning on conducting a training with the Board related to challenges of library material. The training will be based on best practices from ALA's *Intellectual Freedom Manual*. An updated version of the manual is currently on order. Delane distributed handouts from MLA and ALA related to intellectual freedom and responding to challenges and concerns about library resources.

**NEXT MEETING DATE:** Monday, August 12, 2019, at 6:00 p.m. in the Third Floor Makerspace.

**ADJOURNMENT:** The meeting was adjourned at 6:30 p.m. following a motion by Keri and a second by Luke. All in favor.

Respectfully submitted,  
Paula Hildebrandt, Library Receptionist