



**Minutes of the April 8, 2019 Meeting
Library Advisory Board**

PRESENT: Keri Simon (Chair), Travis Davidson (Vice Chair), Melissa Kuhl, Crystal Bauer, Jayne Spooner, Delane James (Library Director), Paula Hildebrandt (Library Receptionist)

CALL TO ORDER: Keri called the meeting to order at 6 p.m.

ELECTION OF OFFICERS: Crystal nominated Melissa to be the new Chair; nomination seconded by Jayne. Keri nominated Crystal to be the new Vice Chair; nomination seconded by Melissa. Melissa and Crystal accepted the nominations. All were in favor. Melissa then took over as Chair of this meeting.

APPROVAL OF THE MINUTES: The minutes of the March 11, 2019 meeting were approved as written following a motion by Travis and a second by Keri. The motion carried.

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

- **Painting/Carpeting Project:** Delane has received one quote for painting and is expecting a second quote soon. While working with the vendors it became evident that overlapping the carpeting and painting projects will work better logistically. Both projects are now slated to take place in the fall. Delane is impressed with the improvements in product options for carpeting and flooring and is hoping to have samples for the board to view in the near future.
- **City website:** Delane gave a presentation about the website redesign process at the Council Committee meeting on April 2nd and has submitted the first installment of photos and brandings to CivicPlus, the company working on the website. CivicPlus will send a mood board proposal back for staff and Council feedback. The website redesign is on target to go live on August 22, 2019.

- Luke Weng has applied to be the student representative on the Library Advisory Board and will be appointed to this position at the Tuesday, April 9, 2019 City Council meeting.
- Len Sorstokke, the evening Library Technician, left for a new position. This position has been advertised, but of the 4 applications received, only 2 applicants may qualify. The position maybe re-posted unless a successful candidate is found in this pool.
- The building of a new apartment complex will begin across the street from the Library this spring, eliminating public parking on the north side of Division Street. Plans to upgrade the current Library parking lots were slated for 2020 but this may have to be moved up to 2019 given the apartment construction. Rice County Historical Society's Executive Director Sue Garwood is researching the Peace Park area as a possible Native American burial grounds as that area may be impacted by our parking lot expansion.
- Edible Book Festival had 14 entries and approximately 100 people attending.

TEEN ADVISORY BOARD REPORT: None

SELCO REPORT: Delane will attend the SELCO Advisory Committee meeting on Tuesday, April 9, 2019.

POLICY REVIEW: *Gifts and Donations* Policy. See policy manual. Staff are not recommending any changes at this time. Keri made a motion to approve this policy as is; seconded by Crystal. All in favor. Motion carried.

OTHER: None

NEXT MEETING DATE: Monday, May 13, 2019 at 6:00 p.m. on the 3rd floor.

ADJORNMENT: The meeting was adjourned at 6:30 p.m. following a motion by Jayne and a second by Keri.

Respectfully submitted,
Paula Hildebrandt, Library Receptionist