

CAMERON LIBRARY BOARD
Minutes of the October 17th, 2013 Meeting

The Cameron Library Board met October 17, 2013 at the Cameron Public Library. Those attending were Barbara Barnes, Kent Osborn, Bill Hall, Russell Morris, Joy Bowers and JoEllen Pratt, librarian.

The meeting was called to order by president Joy Bowers at 6:30 pm.

The minutes of the August 15, 2013 meeting was reviewed. Bill Hall moved to approve minutes. Barbara Barnes seconded. All approved the minutes as read.

PUBLIC PARTICIPATION: None

TREASURER'S REPORT:

First report reflects amount from August 1, 2013 – September 31, 2013.

Beg Balance:	\$94,292.52
Expenditures:	\$34,301.41
Revenues:	\$ 3,880.11

Ending Cash Balance: \$63,884.13

Total CD's	\$24,041.45
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Total Account Balance: \$87,925.58

Second report is the annual report for fiscal year 2013.

Total Income:	\$159,084.21
Total Expenses:	\$151,776.61

Ending Cash Balance for FY 13	\$7,307.60
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Total CD's	\$24,053.83
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A motion was made and seconded to approve Treasurers reports. Motion was approved.

LIBRARIAN'S REPORT:

The first report reflects from August 1, 2013 thru September 30, 2013

Number of Patrons:	8,135
Number of Circulations:	8,477 (up 4% from 1 year ago)
EBook Circulation:	420 (up 7% from last report)
New Patrons:	98
Paid Memberships:	33
Total # of Books:	39,497
# of books Weeded	1,228
Miscellaneous Funds:	\$1,800.39

Second report reflects fiscal year 2013 activity:

Number of Patrons:	8,135
Total Circulations:	52,090 (7% increase over 2011/2012)
EBook Circulation:	1,679 (222% increase over 2011/2012)

New Patrons:	555
Paid Memberships:	120 (43 new)
Total Number of Books:	39,497
# of Books Weeded	5,504 (7,000 in 2011/2012)
# of New Materials Acquired	2,615

Grants Received: 4 – Total grant amount \$7,780.00
Total Local Budget Spent - \$1,253.00 = \$9,033

Summer Reading Registrants: 181 (81% increase over 2011/2012)
*** participation about the same at 91 submitted reading logs**

2013-2014 GOALS:

Increase New Patrons by 15% (83)
Increase Paid Memberships by 15% (18)
Increase SR Participation by 25% (23)
Increase Circulation by 10%
Increase Adult Fiction and Adult Mystery Circulation by 10%
Add 3 programs to the Library

The board thought we should put a patron suggestion box at the circulation desk to get topic ideas for programs they might like to have at the library.

Building Subcommittee Report:

Russell Morris and JoEllen updated the Board on the status of the meeting room and carpet replacement. Lighting and electrical work on the meeting room is mostly complete. Final work will occur after painting is completed. Bob Stoebener and Artis donated over 30 hours to frame, insulate, drywall and finish the walls in the meeting space. A thank you gift for them was discussed. Bill Hall moved we purchase a \$200.00 American Express gift card for them in appreciation of the work that they did. Russell seconded. All approved.

Painting will be done by the end of October. Colors are selected and volunteer painters are being recruited. Flooring for this room will be considered next.

There is approximately 776 square yards of carpeted space in the library. Initial research on costs are being evaluated. Three vendors have submitted bids for materials and labor. Materials cost per room/area is approximately \$12,000. Carpet squares are less labor intensive, easier to maintain and priced just a little over broadloom so we are looking more closely at the squares (or carpet tiles). JoEllen is continuing to gather quotes, samples and additional information and Russell is getting contact information for Eckards also so we can make a decision at the January meeting. We also have a designer working pro-bono for the library on color schemes and space layout to maximize the function of the library.

UNFINISHED BUSINESS:

The budget for 2013-2014 was reviewed. Barbara Barnes moved we accept the budget, Joy seconded. Motion carried. Evaluation on insurance for the library is in process and information being gathered. More to come in January. Policy changes on Library Cards, Story Time and Board meeting times were reviewed. Kent moved we approve the policy changes as read. Russell seconded. Motion carried. Bill Hall moved that the meeting room policy with the inclusion of the liability clause be accepted. Barbara seconded. Motion carried.

NEW BUSINESS:

Kent Osborn was asked and accepted reappointment to the board. It was presented to the board that Linda Morris and Pat Steele fill the open board spots left by outgoing members Charlie French and Russell Morris. Bill moved to accept Pat Steele and Linda Morris to the Library Board. Barbara Barnes seconded. Motion passed. JoEllen presented for the board to consider making the position of Program Coordinator full time. Costs and benefits will be reviewed at the next meeting. JoEllen also presented information on a new cataloging system available through Missouri –Evergreen, a consortium of libraries who integrated their catalog system to allow better sharing and circulation. There are currently 8 libraries on the system and it is running well. 7 more have signed up to go on in 2014. There is a state grant currently that will pay for all set up costs and training. The annual costs are slightly higher than we currently have, but with sharing materials and expanding the materials to the patrons, benefits are high. More information to come.

MISCELLANEOUS:

JoEllen updated the board on grant status, ARSL conference in Omaha, NE, Computer Classes, programs and addition of a second phone line for the library.

The next meeting will be **January 16, 2014**.

A motion to adjourn was made and seconded. Motion passed 5 – 0.

Next meetings: January 16, 2014 – Officer Election
 April 17, 2014 – Strategic Planning
 June 19, 2014 – Budget Review
 August 15, 2014 – Budget Adjustments
 October 16, 2014 – Board Appointment

Respectfully submitted,
JoEllen Pratt (for Ann Fletchall)