

**CAMERON LIBRARY BOARD**  
Minutes of the April 17th, 2014 Meeting

The Cameron Library Board met April 17, 2014 at the Cameron Public Library. Those attending were Kent Osborn, Bill Hall, Linda Morris, Pat Steele, Ann Fletchall, Joy Bowers, Barbara Barnes and JoEllen Pratt, librarian.

The meeting was called to order by President Joy Bowers at 5:30 pm.

The minutes of the January 16, 2014 meeting was reviewed. Kent Osborn moved to approve minutes. Barbara Barnes seconded. All approved the minutes as read.

**PUBLIC PARTICIPATION:** None

**TREASURER'S REPORT:**

The report reflects from January 1, 2014 – March 31, 2014.

Beginning Cash Balance:	\$100,637.78
Expenditures:	\$ 34,771.78
Revenues:	\$ 29,524.65
Property tax readjustment	
CNH Past 7 years	\$ 14,560.71
CNH – 2013 Distribution	\$ 634.28
<b>Ending Cash Balance:</b>	<b>\$110,585.64</b>
Total CD's	\$29,072.36
<b>Total Account Balance:</b>	<b>\$139,658.00</b>

A motion was made Ann Fletchall and seconded by Pat Steele to approve Treasurer's reports. Motion was approved.

**LIBRARIAN'S REPORT:**

The report reflects from January 1, 2014 thru March 31, 2014

<b>Number of Patrons:</b>	<b>7,370</b>
<b>Number of Circulations:</b>	<b>12,583</b> (up 5% from 1 year ago)
<b>EBook Circulation:</b>	<b>567</b> (down 1.5% from last report)
<b>New Patrons:</b>	<b>107</b>
<b>Paid Memberships:</b>	<b>41 (11 new)</b>
<b>Total # of Books:</b>	<b>37,634</b>
<b># of books Weeded</b>	<b>872</b>
<b># new materials acquired</b>	<b>889</b>
<b>Miscellaneous Funds:</b>	<b>\$1,819.11</b>

Report was accepted as presented.

### **Building Subcommittee Report:**

A brief status update on renovation progress was given by JoEllen. Pricing changes in carpet required the board to revisit bids and make a vendor selection. Carpet has been laid in the meeting space and the room will be completed once the pictures are hung. Two paint bids will be reviewed in new business for the front room and bids for a circulation desk are being procured.

### **UNFINISHED BUSINESS:**

Discussion on building insurance was tabled until after renovation projects were completed. The program coordinator position salary package was reviewed. The current employee was offered a choice between a salary increase or a benefits package of 6 paid vacation days and six paid sick days a year due to her exemplary work. She requested the salary increase. Ann Fletchall moved we increase her pay by \$.50/hour, Barbara seconded. The motion passed.

Carpet was readdressed due to an increase in cost as of 2014 from the government vendor. Tandis was now \$1,000 higher than the local vendor BR Carpets. Pat Steele moved we grant the carpet bid to BR Carpets. Kent seconded. Motion carried.

JoEllen suggested to the board that the circulation desk be moved to the current children's department to open up the front of the library. The need for a security gate at the front of the library was also discussed. JoEllen researched and discussed security gates with other libraries like in size and scope as Cameron Library and most did not use a security gate system. Expense of the gate and security strips, along with patron trust outweighed the need for the gate in the polled group. At our library, the gate goes off far more often because a patron stands too close to it with books or accidentally walks through with a book. The latest inventory reports indicate that less than .5% was lost in over 2 years, possibly due to the moving and weeding of books being done recently. Bill Hall moved we remove the security gate from the front of the library, Barbara seconded. Motion carried.

JoEllen presented two bids for painting for the front 1/3 of the library. Because bids were approximately \$3,500 different, it was suggested that JoEllen find a third bid to compare. JoEllen will contact area lumber and building supply stores to find a contact for the third bid.

Based on the delays, the renovation timeline was adjusted. The hope is to complete carpets by May 31<sup>st</sup>, prior to the start of Summer Reading. The carpet replacement will also lead to moving the children's department to the back and nonfiction to the front of the library. Painting and changing the circulation desk will happen when it will least affect the service of the library and in the shortest amount of time possible.

### **NEW BUSINESS:**

JoEllen informed the board that she would be looking into at least two grants this year for the library. The first one being submitted is an Early Literacy Grant to support programming focusing on at risk children from 2 – 5 years old. These children include low income, developmental delayed and/or ESL families in our area. Grant submission was April 18<sup>th</sup> for \$4,506.50 and the local commitment is \$572.00.

The other grant that will be investigated is a Technology Mini Grant to upgrade our XP computers to Windows 7 or 8. Windows XP computers are no longer being supported by Microsoft and we currently have 8 XP computers on site. The goal with this grant would be to replace two public computers and two staff computers this year and replace the last four next year, if possible.

In an effort to increase our bandwidth, the library will be upgrading to fiber optic wiring through More.net, our current internet provider. This is scheduled to be completed by the middle of May. We will improve from 1.5 megabites to 3 megabites, increasing our speed and internet capabilities and also helping to improve our wireless connections.

**MISCELLANEOUS:**

JoEllen updated the board on the following:

Computer and quilting classes have been very successful and we are looking at ways to add additional classes and also include advanced classes. Meeting space is being used for First Steps group meetings monthly and we have had a couponing class in also. City Hall and the Chamber have been notified that it is available if anyone inquires.

Youth council, girls reading club, story time and movie events continue with great success. Summer Reading will begin June 5<sup>th</sup> and includes our regular program for ages 5 – 12 year olds, our evening story time for 0 – 5 year olds and hopefully (if the grant is approved) our early literacy programming on Saturdays for the at risk 2 – 5 year olds. We are also working with the schools to develop programs for the middle school age kids and Mark is going into the High School this spring to teach the kids how to use the eReader consortium Website.

Food for Fines will continue through April as part of National Library Week and the Feinstein Challenge. Participation is slow, but will hopefully improve as word gets out. The process of deleting the over 3,000 patrons who have not been active since 6/30/2011 will be completed by June 1<sup>st</sup>.

National Library Week celebrations were very successful. The information table at City Hall was productive, pulling in 10 new card holders and offering library information to community members. FREE CAKE day and the concert by the Cameron Ukulele Club was a great hit, also. We gave out approximately 100 cupcakes and approximately 30 people came to listen to the concert.

A motion to adjourn was made and seconded. Motion passed unanimously.

The next meeting will be June 19, 2014

Next meetings:                    June 19, 2014 – Budget Review  
    August 15, 2014 – Budget Adjustments  
    October 16, 2014 – Board Appointment

Respectfully submitted,  
Ann Fletchall, Secretary