

**CAMERON LIBRARY BOARD**  
Minutes of the June 19<sup>th</sup>, 2014 Meeting

The Cameron Library Board met June 19, 2014 at the Cameron Public Library. Those attending were Kent Osborn, Linda Morris, Pat Steele, Ann Fletchall, Joy Bowers, Tracy Tharpe and JoEllen Pratt, Librarian.

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

The minutes of the April 17, 2014 meeting was reviewed. Kent Osborn moved to approve minutes. Tracy Tharpe seconded. All approved the minutes as read.

**PUBLIC PARTICIPATION:** None

**TREASURER'S REPORT:**

The report reflects from April 1, 2014 – May 31, 2014.

Beginning Cash Balance:	\$110,585.64
Expenditures:	\$ 22,206.88
Revenues:	\$ 8,927.79
<b>Ending Cash Balance:</b>	<b>\$97,306.55</b>
Total CD's	\$29,072.36*
<b>Total Account Balance:</b>	<b>\$126,378.91</b>

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

**LIBRARIAN'S REPORT:**

The report reflects from April 1, 2014 thru May 31, 2014

<b>Number of Patrons:</b>	<b>3,678</b>
<b>Number of Circulations:</b>	<b>9,245</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>165</b>
<b>Paid Memberships:</b>	<b>72 (12 new)</b>
<b>Total # of Books:</b>	<b>37,012</b>
<b># of books Weeded</b>	<b>995</b>
<b># new materials acquired</b>	<b>412</b>
<b>Miscellaneous Funds:</b>	<b>\$1,710.48</b>

Report was accepted as presented.

**Building Subcommittee Report: - None**

### **UNFINISHED BUSINESS:**

Discussion on property insurance began with determining who held the policy and who held the deed to the building. JoEllen will confirm building ownership and investigate the current policy to be sure we have adequate coverage. The carpet bid was reviewed again due to vendor issues and color options. Tracy moved we select Tandus Carpets as the carpet vendor. Pat seconded. Motion carried. With the bid acceptance on the carpet the new renovation timeline was reviewed and the anticipated completion time is early September. The process needs to start after summer reading complete concludes July 24<sup>th</sup>. Discussion on full time staff benefit policy changes was tabled until next meeting.

### **NEW BUSINESS:**

2013-2014 budget and 2014-2015 budget was reviewed. Ann moved we accept the budgets presented with requested changes to staff salaries. Linda seconded. Motion carried. Multiple policy amendments were presented as updates or deletions. Pat moved we accept the policy changes as identified. Tracy seconded. Motion carried. Three painting bids for the front portion of the library were reviewed. Kent motioned that we accept Stuart Jones' bid for painting. Ann seconded. Motion carried. Three circulation desk construction bids were reviewed and discussed. Kent moved we accept the bid from Shrock Woodworking for the circulation desk and wall storage unit. Ann seconded. Motion carried. JoEllen announced that the air conditioner in the middle (fiction) room of the library was not working. Inspection from Walker Heating and Cooling indicated that the unit is over 20 years old, parts are hard to find and replacing the condenser could cost over \$3,000. JoEllen is getting three bids for a new unit and will notify the Board of the results in order to vote on replacing or repairing the unit. JoEllen asked that the Board begin discussions on future board members as there will be three board members who have completed three terms and will be retiring in December. Ann Fletchall also notified the Board that she will be resigning following this meeting as she and her husband will be moving to Overland Park to be closer to family. Suggestions of potential Board members were given to Joy and the Board will work to replace Ann prior to the next meeting in August.

### **MISCELLANEOUS:**

JoEllen updated the Board on the following:

The Lighting/Electric analysis is reaching completion and Mark Gaugh will contact JoEllen to discuss results and options, if needed. Food for Fines ended very successfully and both staff and patrons would like to see it again. Summer Reading attendance has been at an all-time high of 138 registrants and growing. Programs have been well received and the Science theme very successful. Patron data over three years old was deleted. Meeting room is getting busier and includes two long term programs with Meril out of St. Joseph and SB40 out of Clinton County. Both are nonprofit. Newly established computer fees for non-patrons and the increase in out of city member fees have been well received with few issues. JoEllen also began investigating the option of replacing the front windows to help conserve energy. This will be discussed further at another time.

The next meeting will be August 21, 2014. NOTE CHANGE (schedule is third Thursday of month)

Next meetings: August 21, 2014 – Budget Adjustments  
October 16, 2014 – Board Appointment  
January 15, 2015 – Officer Election

Respectfully submitted,  
Ann Fletchall, Secretary