

CAMERON PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

Thursday, August 20, 2015, 6:30 p.m.

The August meeting of the Cameron Public Library Board of Trustees was called to order by President Linda Morris. Additional board members presented were Mary Bradford, Bill Hall, Kent Osborn, Pat Steele, Bob Stoebener, Tim Walley and Librarian JoEllen Pratt.

Minutes from the previous meeting were read. Pat moved the minutes be accepted, Bill seconded and the members approved them as presented.

There were no guests for **Public Participation**.

In the **Librarian's Report** for the June 2015 – July 2015 period there were 129 new memberships accepted with fourteen paid memberships received. The current number of patrons is 3,520 with total circulation of 10,182 - 9,011 physical books and 1,171 on computer. EBook circulation was 374 for this report period. Total number of books available for circulation is 33, 029 with an additional 88,196 in the consortium. There are \$3,006.84 miscellaneous funds on hand.

The **Treasurer's Report** for the June 2015 – July 2015 period:

Beginning Cash Balance:	\$ 103,699.60
Expenses:	\$ 30,811.65
Income:	\$ 12,761.42
Ending Balance:	\$ 89,157.54

Total CDS:	\$ 29,240.31
Total Account Balance:	\$ 115,397.85

There was no **Unfinished Business** to discuss.

For **New Business**, JoEllen presented the budget with suggested adjustments highlighted in red on handouts. The specific **increases** (totaling approximately \$14,250) in **Professional/Contract Services, Insurance, Grant Fund Expenses and Miscellaneous categories were presented**. A \$1858 **reduction** was recommended in the **Purchase of New Books** category. Mary moved these items for discussion and Pat seconded. The Librarian explained the rationale for these adjustments and the board supported her recommendations by unanimous vote.

Strategic planning for the library includes consistency in the hours of operation. It was agreed that the library would receive patrons between the hours of 10 a.m. and 6 p.m. Monday – Friday and 10 a.m. to 1 p.m. on Saturdays. From June 1 – September 1, the library will be open 10 a.m. to 8 p.m. on Thursdays. JoEllen reported that she is confident there will be sufficient staffing to support these suggested hours.

Space accommodations were offered as possible projects for utilization and accessibility within the facility with minimal expense: acquisition of a carpet for the children's area, paint and carpet in other specified areas and a bathroom 'facelift'.

New windows on the front face of the building were prioritized as the next project with an expected expense of approximately \$6,000. Tim made this motion, seconded by Bob and supported by the board members. The second project recommended by the board for completion was the bathroom update.

The library is seeking ways to initiate greater community outreach. Members suggested various areas in the community for sustained reading events or satellite book loans in assisted care facilities and the development center. The Missouri Humanities Council speaker's bureau and connection with the Historic Highway 36 project were also raised as possible collaborative entities for programming and partnerships for outreach in the community. Also in outreach efforts, JoEllen expressed interested in exploring the possibility of providing foreign-language learning in an online format for the community. It was suggested that perhaps a survey of interest of languages popular with citizens would be helpful in moving forward with this service. A survey to determine which periodicals are of most interest to patrons was also recommended to discern the best use of library funds related to the purchase of magazines. These must be accessed in the library until the next issue has been received in the library, then the former issues can be checked out for home use.

The transfer of internet services to United Fiber was a recent library upgrade. This subscription will reduce the cost of web use and will provide greater connectivity for the office, desk, computer stations with added wireless access for the entire facility.

A Board Member search is underway to fill possible vacancies for the December 2015 expiring terms of Barbara Barnes, Mary Bradford, and Bill Hall. Recommendations should be forwarded to JoEllen at the library for selection in October.

Miscellaneous

- The summer reading program, *Every Hero Has a Story*, brought 200 children into the library. 65 Students completed reading logs.
- Wal-Mart provided a \$750.00 donation for children's programming which was used to purchase supplies including Legos and play dough for the reading programs.
- The Racing to Read Grant #2 was a success and all partners have re-applied for inclusion in the Racing to Read Grant #3 request which includes the addition of a 0-2 year old storytime.
- The collaboration with the City Band brought 150 people for viewing a movie in the park following a band concert in late July. In evaluation of the event, it will be helpful to have a bigger projection-screen tarp next time.
- In-house educational endeavors of beginning computer and iPad tablet instruction will be provided by library staff when scheduled.
- Arielle Hutchins has recently joined the library staff.

Pat made the motion for adjournment of the meeting and Tim seconded. Motion carried.

Future Meetings are scheduled as follows:

October 15, 2015	Board Member Selection	April 21, 2016	Strategic Planning
January 21, 2016	Election of Officers	June 16, 2016	Budget Review