

**Eager Free Public Library  
Board of Trustees Meeting  
Meeting Minutes from December 29, 2015**

**1. Call to Order**

Meeting called to order by Eloise Eager at 5:30 p.m.

Trustees present: Eloise Eager, Adrienne Kangas, Gwen Clendenning, Wally Shannon (6:00 p.m.)

Also present: Library Director Megan Kloeckner, Sandy Decker

Absent: Vicki Lecy-Luebke, Susan Kruser, Sharon Cybart

**2. Additions to Agenda**

None

**3. Approval of November Minutes**

Eager moved to approve the minutes of the November 24<sup>th</sup> meeting. Clendenning seconded the motion. All approved. Motion carried.

**4. Public Appearances**

**a. Jim McGoey**

- i. Lives on Church Street
- ii. Was a member of the historic board and a library patron for 28 years
- iii. Dismayed at plans for expansion in regards to two buildings of historical significance
- iv. Sandy gave an update that the
- v. Expressed concerns about the exterior of the building plans—felt it doesn't fit with the historic parts of the building in the design.
- vi. Expressed concerns about the costs of the expansion project.
- vii. Brought an idea for an extension for the existing structure.
- viii. He would like the First Street entrance to stay as it is—it originally got scaled back as a cost saving measure.
- ix. Sandy had the same concerns about the entrance and seeing the original façade of the building—would that carry over to the First Street entrance?
- x. She also mentioned that we need to have the plans approved by the state.
- xi. Eager wanted Jim to email Megan the document and concerns that he brought to our committee.
- xii. Sandy told us that city officials investigated the parking areas—they found that if they turned the parking 90 degrees in straight rows we could open up some more spaces—but the shed is still an issue because the city owns half of the land that the shed is on. For the book drop they are suggesting a one-way drive if you entered in on First Street. The children's area could then be moved to the East side of the building. They are going to refine the rough drawing that the engineer made and propose the new plan to Brian. Maintain the angled parking in front of the post office and add additional spaces. New street in front of Masonic Temple this summer—may put in

new parking spaces in front of that that the library could use. Parking must be planned 20 years out—we can gradually add parking spaces without adding a huge parking lot right away. Buying and demolishing the house and the parking needs to be taken out of the budget—the city is handling the parking. Sandy also gave an update on the post office—they have a replacement real estate specialist—to help find a new building/location.

## 5. November Bills

Lights in First Street entrance replaced—special bulbs that can't be reached with a regular ladder.

Clendenning moved to approve the November bills as presented; Eager seconded the motion. Roll call vote: Ayes—Eager, Kangas, and Clendenning. Motion carried.

## 6. Librarian's Report

- a. 2015 Budget Update & Circulation Statistics
  - a. Detailed expenditures from October and November—we will be over budget a bit because of the roof repairs.
  - b. 6,037 circulations in November up from last year.
- b. Programming Update
  - a. 94 people in November
  - b. Winter is pretty light for programming
  - c. Movers and Makers is coming back soon, adult book club, and other activities continuing in January.
- c. Vacation
  - a. Megan will be gone from December 31<sup>st</sup> through January 10<sup>th</sup>.
  - b. Megan is will be taking FMLA time in June and July—she be back in August
- d. Hoopla
  - a. Library system is starting this next year
  - b. Companion to Overdrive for checking out digital materials—Hoopla has more music, movies and comics.

## 7. Treasurer's Report

- a. 64,000 total Fidelity
- b. Megan got a donation specific to the expansion—talk to Jody about an escrow account? Meeting with Jody on January 11<sup>th</sup>—discuss this then. Also need to deal with the donation from Eastern Star.
- c. The library can do tax deductions—a public entity

## 8. Old Business

- a. ALS Strategic Planning

Data was input from the last meeting—Megan said they are exploring merging some library systems.
- b. Donation Funds

We will divide the funds with Jody at the next meeting on the 11<sup>th</sup>. Also bring up the fund for the Friends—is it needed?—is she talking about an “escrow” account or an “endowment” fund. Post office is paid off in the middle of 2017 by the rent the city is making on the building. City will take care of demolishing the building.

## 9. New Business

### a. Sweeney Group Contract

Megan has a contract from Jody that needs to be signed. Her fee is paid in monthly installments---\$15,000 per year for 2016 plus travel expenses. Megan will send a copy for all of us. We can wait to sign it until the 11<sup>th</sup> so we can review it. No info from FEH at this time.

### b. Fireplace

George Howell came to light the pilot light and thought it was unsafe to do so—the roof is leaking into the fireplace so it is all rusted inside—it is not going to be doable to fix it with the 2016 budget. Does it need to be replaced completely or does it just need a new lining? Megan will get some estimates. Does the roof need to be repaired as well?

### c. TechMAX Contract

Switching from STAR Tech to TechMAX—no contract yet.

## 10. Adjourn

Eager moved to adjourn the meeting. Shannon seconded the motion. All approved. Motion carried. Meeting adjourned at 6:35 p.m.

Next meeting: January 26, 2016

*Minutes by: Trustee Kangas*

**Note: Minutes of the Library Board of Trustees are not official until approved by the Library Board of Trustees at a meeting called and noticed for that purpose.**