

REGULAR MEETING OF OTTAWA LIBRARY BOARD OF TRUSTEES

Monday, May 24, 2010

6:00p.m.

City Hall/Library Conference Room

Present: Bill Schleiter, Pres., Carolyn Kimbrel, Sec., Tom Shrimplin, Vice Pres., Meg Dickinson, Sharon Geiss, Treas., Melvin Bauck, trustees; Dalton Blankenship, Youth in Government; Robin Flory, Library Director; Pat Plaschke, Friends of the Library .

Bill Schleiter, President, called the meeting to order.

Bill welcomed Melvin Bauck to the board. Everyone introduced themselves. A thank you card was read from Mary Redeker.

Carolyn moved and Meg seconded to approve the agenda. Motion passed.

Pat reported for Friends of the Library. FOL are working on the outside sign for the building. New cards for FOL will be at the front desks to give to patrons, and new T-shirts are being purchased for the library staff. The budget is ahead, always good news. Next meeting will be Wed., June 2, 2010. Carolyn will attend.

Sharon moved to accept the consent agenda, the April 26, 2010 minutes and the April 30, 2010 financial statements. Tom seconded and the motion passed.

During discussion of the April minutes, Carolyn pointed out that a motion for the the Youth Grant Funds be put in the endowment fund, but Terry Chartier transferred them to capital improvements. A motion was made by Meg and seconded by Sharon to change the Youth Grant Funds to the Capital Improvement fund instead of the endowment fund. Motion passed.

After discussion on the new Ottawa Library Patron Code of Conduct and Ottawa Library Policy of Unattended Children, the board suggested that the word user to changed to patron and the word minor be used instead to unattended children. Tim moved and Sharon seconded that the two polices be approved as corrected and approved by Bob Bezek, city attorney.

Discussion was held concerning the capital improvement project, the project budget, and the bidding process. Meg moved and Tom seconded for Robin to work with Bob Bezek on the suggestions he made concerning the bidding documents. Motion passed. The board will put the invitation to bid on the project in the Ottawa Herald and send out letters to contractors as soon as possible. Bidding applications will close on Friday, June 25 at 5:00 p.m. CST. All applications must be left at the Library reference desk on the main floor.

Robin Flory, director, gave her monthly report. See Attachment Director's Report. The board encouraged Robin to apply for more grant money for the renovation. Bill will work with her on this project. Ideas were shared on increasing usage, especially in adult programming.

Sharon moved to adjourn the meeting.

Carolyn Kimbrel, secretary  
Ottawa Library Trustee

Ottawa Library Board of Trustees----May, 2010

Approved June 28, 2010