

OTTAWA LIBRARY  
Board of Trustees Meeting  
Monday September 27, 2010  
City Hall Conference Room

**Present:** Bill Schleiter, Pres., Tom Shrimplin, Sec., Sharon Geiss, Treas., Dr. Kelly Fish-Greenlee, Meg Dickinson, Melvin Bauck trustees, Robin Flory, Library Director,

Bill Schleiter, President, called the meeting to order.

Melvin moved and Tom seconded to approve the agenda. Motion passed. Kelly moved and Sharon seconded to accept the consent agenda, the regular meeting of August 23, 2010 and the August 31, 2010 financial statements. Motion passed.

Terry Chartier will monitor the budget for the Capital Improvement Project.

Robin Flory, Director, gave her monthly report. She shared the Improvement Projects will start on time. There are some big items that will still need to be moved. Robin and Terry will set up make shift offices downstairs during the project. Robin shared that it will be approximately 2-3 weeks to renovate the Reference Area. The library rented 25 book trucks for the renovation. The staff has been very helpful in preparation of the project. Robin also shared that we are waiting for the RFP bids to be sent and returned for Furniture. The bids are due October 15<sup>th</sup>.

The board discussed the community's opinion of the reduced library hours.

Robin shared that there are additional costs involved to add a small soffit and 2 shelving areas to the improvement project.

Melvin made a motion and Kelly seconded the approval of funds for the additions needed for the Improvement Project. Motion passed.

Friends of the Library Report: It was shared that LeAnn shared about the children's summer reading. The "Friends" building had a water leak and broken light fixture, but the city was able to repair it quickly. Membership in the Friends of the Library is down and they are looking for ways to generate interest.

Meg will attend the Friends of the Library meeting on October 6, 2010 at 4:00 p.m.

Regular Meeting on Monday October 18, 2010 at 6:00 p.m.

Tom moved to adjourn the meeting.  
Megan Dickinson (filling in for Carolyn Kimbrel)

Ottawa Library Endowment Board of Trustees.  
September 27, 2010

Approved October 18, 2010