

Altoona Public Library
Library Board of Trustees
Meeting Minutes
February 10, 2009

The Library Board of Trustees met for their regular monthly meeting at the Altoona Public Library on Tuesday, February 10, 2009. Those present included the following: Evelyn Cole, Marc Hesner and Byron Orton. Diane Burget and Adam Kline were absent. Also in attendance were Library Director, Dan Bakke, Assistant Library Director, Amy Turgasen and Michelle Sloan, council liaison. Public representative attending the meeting was Dave McBride.

Vice President, Evelyn Cole called the meeting to order at 7:00 PM. The agenda was reviewed. A motion to approve the agenda was made by Byron Orton and seconded by Marc Hesner. Those voting in favor were: Evelyn Cole, Marc Hesner and Byron Orton. Motion carried.

The minutes from the January 13, 2009 meeting were reviewed. A motion was made by Marc Hesner to approve the minutes. The motion was seconded by Byron Orton. Those voting in favor were: Evelyn Cole, Marc Hesner and Byron Orton. Motion carried.

The next item on the agenda was to approve the bills and to review the budget. There were a lot of books and books on CD purchased this month. Plans for the Literacy Festival and the Summer Reading Program are well on there way. Anyone interested in renewing their membership to ILA should get their application to Dan before the next meeting. A motion was made by Byron Orton to approve the bills. The motion was seconded by Marc Hesner. Those voting in favor were: Evelyn Cole, Marc Hesner and Byron Orton. Motion carried.

A time for public comment was the next item on the agenda. There was no public comment.

The next item on the agenda was correspondence. There was no correspondence.

Next on the agenda were reports. The Library Director reported that circulation this month was very similar to January last year. The meeting rooms were used quite a bit and the children's programs were well attended. Overdues have been up almost 25% over last year, which means extra work for the library staff.

The Literacy Festival will be held Saturday, May 16, 2009. The theme will be, "Our Early Literacy Heritage." The Historical Society will play the movie, *Lost Nation: The Ioway* and people can bring in items to be looked at, similar to Antiques Roadshow. American Indian Ralph Moisa Jr. will be presenting a program with drums and regalia.

He is also the author of several children's books and will be available to sign them after the performance.

The Bunny Book Bash will be held from 9:00-11:00 a.m. on April 11th. Easter baskets will be handed out to children and there will be storytime and craft stations. The Kiwanis will help sponsor the event.

The next item on the agenda was a report on the PCLA. The Library Director and Assistant Library Director attended the PCLA meeting on February 9, 2009 at the Pleasant Hill Library. The Library Director reported that members of the group met with County Administrator Ron Olsen to discuss the FY09/FY10 Polk County contract. Using the formula in the contract, the Altoona Public Library should get about the same amount of funding it did last year. He also reported that, due to a calculation error, Carlisle will be giving back to Polk County some of the money they received this year.

Next on the agenda under unfinished business was a review of the Technology Plan and the Meeting Room Policy. Marc Hesner made a motion for the final approval of the Altoona Public Library Technology Plan and the Altoona Public Library Meeting Room Policy. The motion was seconded by Byron Orton. Those voting in favor were: Evelyn Cole, Marc Hesner and Byron Orton. Motion carried.

The next item on the agenda under new business was the Accreditation Report. It is expected that the library will again receive its accreditation for the next three years. The current book collection is rated at level "A" with 64,095 items. The audiovisual collection is at rated at level "B" with 11,636 items, which is only 475 items short of an "A" rating. The library should easily reach "A" status by the next accreditation. Withdrawals are also rated at level "B", with 4.6% of the collection being weeded each year. Weeding will need to increase so that for every item that is put into the collection, one item will need to be weeded. This is also due to the lack of space on the shelves. Overall the library achieved 75 of the 75 total measures needed to receive accreditation.

The next item on the agenda under new business was a report on the Foundation and a request to purchase book bags. Marc Hesner reported that the last Foundation meeting in January was very productive. The Foundation Board is comprised of a passionate core of people who want to move forward. At the Foundation meeting the bylaws were changed. There will be 5 members instead of 7, and only 3 members are needed for a quorum. The meeting dates will remain quarterly, but will change to February, May, August and November. The Foundation Board is asking for written guidelines of what the relationship will be between the Library Board and the Foundation Board. Having Marc on both boards should help with communication. The Foundation Board would like to purchase cloth book bags to sell to patrons as a means of advertising the Foundation. Patrons would give a donation of \$10.00 for the bags and the money raised would help the Foundation fund items for the library outside of the normal budget. The Library Board agreed that selling the cloth bags would be a good idea. Marc also reported that the Foundation Board voted to give funding to the library to help support the Literacy Festival performances. There is currently one open seat on the Foundation Board of Directors and Allison George from Toad Valley Golf Course is interested. A motion to approve Allison George joining the Foundation Board of Directors was made

by Marc Hesner. The motion was seconded by Byron Orton. Those voting in favor were: Evelyn Cole, Marc Hesner and Byron Orton. Motion carried.

The next meeting of the library board will be held on Tuesday, March 10, 2009 at 7:00 PM at the Altoona Public Library. A motion to adjourn was made by Byron Orton. The motion was seconded by Marc Hesner. Motion carried unanimous. The meeting adjourned at 7:45 PM.

Respectfully submitted, Amy Turgasen, Assistant Library Director.