

Altoona Public Library  
Library Board of Trustees  
Meeting Minutes  
July 14, 2009

The Library Board of Trustees met for their regular monthly meeting at the Altoona Public Library on Tuesday, July 14, 2009. Those present included the following: Diane Burget, Evelyn Cole, and Byron Orton. Also in attendance were Library Director, Dan Bakke and Michelle Sloan, council liaison. Adam Kline arrived at 7:06 p.m. and Marc Hesner arrived at 7:11 p.m.

President, Diane Burget 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 Evelyn Cole. Those voting in favor were: Diane Burget, Evelyn Cole and Byron Orton. Motion carried.

The minutes from the June 9, 2009 meeting were reviewed. A motion to approve the minutes was made by Evelyn Cole and seconded by Byron Orton. Those voting in favor were: Diane Burget, Evelyn Cole, and Byron Orton. Motion carried.

The next item on the agenda was to approve the bills and to review the budget. A motion was made by Byron Orton to approve the bills. The motion was seconded by Evelyn Cole. Those voting in favor were: Diane Burget, Evelyn Cole 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. A letter had been received from the University of Iowa Health Care, Iowa KidSight showing a summary of the Lions Club eye screening at the Literacy Festival. 8 children were screened and 1 child was referred for further vision care.

Next on the agenda were reports. The Library Director reported that circulation increased 3% over this month last year. The children's programs are highly attended and the special classes are full. The annual report was also reviewed. Circulation for the year showed a 5.5 % over the previous year. In all, the library circulated 215,634 library materials. Michelle Sloan will see that copies of the annual report will be distributed to the council and city administration.

Governor Chet Culver recently signed the sex offender law that went into effect July 1<sup>st</sup>, 2009. According to the changes, sex offenders are no longer allowed within 300 feet of school property or public library property, unless they have written permission to do so by the library director. A PCLA meeting will be held in August and the polk county

libraries will discuss policies. The library director has also talked with Altoona police officer, Brent Handy and they will go over the policy after the PCLA meeting.

Next, the Council Liaison reported that work was underway on the new Heritage Civic Center. There will be an amphitheater, restrooms, waterways and bike paths. The Bass Pro shop is scheduled to open about State Fair time.

Next on the agenda under old business was a review of the 2010 Holidays/Closings schedule. The list of city holidays had not yet been received, so Michelle Sloan and Diane Burget will ask that those be made available for the August meeting.

Under new business the hiring process for the library director position was discussed. The Library Board will hold a special meeting at city hall with Jack Lipovac and the city administration on Tuesday, July 21<sup>st</sup> at 4:30 p.m. Jack will go over the process with the board and they will develop an ad for the hiring process.

The First Search Agreement with the Central Iowa Regional Library was signed for another year. This makes several data bases available to the library at no charge.

The next regular meeting of the library board will be held on Tuesday, August 11, 2009 at 7:00 PM at the Altoona Public Library. Items on the agenda for this meeting include a report on the city's 2010 holidays/closings and a report from the Special Library Board Meeting of July 21<sup>st</sup> and a report on the PCLA meeting. A motion to adjourn was made by Evelyn Cole. The motion was seconded by Byron Orton. Motion carried unanimous. The meeting adjourned at 7:25 PM.

Respectfully submitted, Dan Bakke, Library Director.