

Springfield Memorial Library Board of Trustee's Meeting
February 26, 2018

Present: JoAnn Ostransky, Susan Startzer, Kitty Kentsmith Connie Manzer, Iro Johnson, Mike Herzog, and Kathleen Gottsch

Absent: Neal Eickhoff, Dawn Miner, Joan Schram

JoAnne called the meeting together at 1:30. Sue made the motion to approve the minutes of the January meeting. Iro seconded the motion. Motion carried.

After reviewing the bills Iro made the motion to pay the bills and Sue seconded the message. Motion carried.

January Budget Report:

Budget: \$103,006.15
General: \$4,350.53
Memorial: \$4,612.42
Snider Savings: \$13,513.04
Snider CD: \$40,251.08
Brick Savings: \$3,170.25
Brick CD: \$21,501.56

Deposits:

General: \$175.00 Fines/fees
Memorial: \$25 Memorial donations (William Bottorff, Charlotte Grube)

January Average Statistics:

Internet users: 380
New Patrons: 3
Circulation: 1310
Overdrive circulation: 149

Business

Connie showed possible revisions on the draft of the policy manual. Sue made the motion to direct Connie to continue revising the policy manual. Iro seconded the motion. Motion carried.

Connie showed the first draft of job descriptions revisions . Iro made the motion for Connie to continue with the revision of the library job descriptions. Sue seconded the motion. Motion carried.

Sally Sieber, our new library assistant began February 8th and she is becoming more familiar with library procedures and works well with library patrons.

February was a very busy programming month. Milk and Cookies Reading was a hit. To keep after school kids busy, movie days and bingo took place. Valentine Storytime and Crafts were well attended. Hawaiian Day was postponed to March 22 due to the inclement weather. March programs include Cooking lessons, Spring Storytime, Little Learners, and Green Day (activities related to St. Patrick's Day).

The Friends of the Library held a meeting FE 8th but only two attended. Connie would like to have a campaign to invite more patrons to join. Kathleen said information could be included in the Welcome to Springfield packet.

The quilt group is regrouping to determine what might be the type of charity project they might begin.

Connie attended the Big Talk Review which gave her new ideas for programs and marketing.

Iro made the motion at 2:32 to go into Executive session. Sue seconded the motion. Motion carried.

Sue made the motion the board come out of Executive session at 2:46. Iro seconded the motion. Motion carried.

Sue made the motion that Connie receive \$1 per hour merit pay. Iro seconded the motion. Motion carried.

Sue made the motion to adjourn at 2:47. Iro seconded the motion. Motion carried.

Respectfully submitted,
Kitty Kentsmith, Secretary