Wabasha Library Board of Trustees

Meeting Minutes - July 20, 2015

Meeting called to order by President Tentis at 4:00 pm

Present Kropp, Borg, Kennebeck, Funk, Hall, Tentis, Hampe

Absent: Schjolberg

Approval of minutes of June meeting. Motion by Borg, second by Hampe, Unanimously approved.

Approval of Payment of Bills: Motion by Funk, second by Borg. Roll Call Vote Unanimously approved.

Approval of Agenda: Motion by Hampe, second by Borg. Unanimously approved.

Old Business:

a. and b. 2016 Budget Items/ Water heater - Short discussion about 2016 budget and the need for a new water heater. Plumber Steve Schmidt fixed the leaking main valve and said we should use the current water heater until it dies. Will follow Schmidt's recommendation.

c. Building Policy - A building policy was written by committee and approved. Motion by Funk, second by Hampe. Unanimously approved. A copy of the policy will be included in the Library manual.

d. Library Fines: Will start on August 3, 2015. Chelsey Fenske created a book mark to notify the public of the new policy. Check out will be for two weeks. Fines will be .20 after that time .

e. Mail Chimp - The library started using this app. to communicate with the public

f. Ancestory.com - The library edition of Ancestoy.com will not allow the creation of a personal family tree on the library computers due to privacy issues. You will be able to research at the library but not enter data.

g. Scanner - A new scanner is needed at the library. Approximaly $7,600 will need to be raised. A letter to the paper expressing this need will be written.

New Business

a. Mileage reimbursement - Library follows IRS rate of .57 per mile. Motion by Hampe, Second by Funk to approve policy

b. Customer Service Workshop for Employees - George Hill has volunteered to meet with the library staff to discuss customer service expectations

c. Security System - Because of a recent burglary an update in our security system will be looked into.

d. Vacuum Cleaner - a new sweeper piece will be purchaced for the vacuum

Directors Notes

Fall programs will include: Genealogy Workshop in September
Thursdays with Morrie and Amy Glomski - read to a therapy dog
Veterans program with Jim Noll - Nov
Halloween Poetry with Nicole Borg - Oct
Audio Book Rental is up and running
Legacy Listening Sessions will be held at many SELCO libraries including Lake City.

Trustee Comments
None.

Adjornment: 5:10 pm Motion by Borg, second by Hampe. Unanimously approved.

Next meeting Monday, August 17, 2015 at 4:30 pm

Respectfully submitted,
Mike Kropp, Secretary