

**KIRKENDALL PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES**

Thursday, January 15, 6:30p.m.

Location: Kirkendall Public Library

Present: Lory Johnson, Cami Brazelton, Tamara Fujinaka, Kristen Gray, Bert Testa and Sam Mitchel

Excused: Lynne Boldt, Todd Beveridge

Topic	Discussion
Call to Order	Tamara Fujinaka, vice president, called the meeting to order.
Approval of Minutes	Motion made by Johnson, seconded by Gray to approve the minutes from the December 18, 2014 meeting. Motion passed unanimously.
Consent Agenda	Financials update provided by Mitchel.
Director's Report	Director Mitchel reported on Library staff work anniversaries and staff news, obtaining estimates for building repairs and the creation of a new library newsletter. Mitchel also reported that he will present the FY16 budget to the City Council on January 16, 2015. The Library will be closed on Monday, January 19 for a staff retreat/training session.
Department Reports	Department heads provided a handout covering recent progress and updates on: circulation, acquisitions, adult programs, young adult programs, children's programs and technology. Holiday activities for children were especially well attended and well received in December.
Old Business	<ul style="list-style-type: none"> A. Collections Agency: Motion made by Johnson, seconded by Testa to move forward with using the city's collections agency to pursue outstanding fines and recover unreturned pieces of the collection that have amassed since 2013. Motion passed unanimously. B. Board Retreat: Motion made by Gray, seconded by Johnson to hold a regular Board meeting on February 19 and for Board members to come prepared with ideas and goals for a retreat agenda discussion at that time. Motion passed unanimously. C. C. Statistical Comparisons of similar-sized libraries: Mitchel shared library data (including square footage information) of similar-sized Iowa libraries.
New Business	<ul style="list-style-type: none"> A. Quarterly reports at City Council meetings: Board members will present a library update on a quarterly basis at City Council meetings.
Adjournment	There being no further business the meeting was adjourned at approximately 7:35 p.m.

Respectfully submitted, Cami Brazelton, Secretary