
LIBRARY BOARD OF TRUSTEES MONDAY, DECEMBER 18, 2017, 5:00 P.M.

Chairperson Adam Riedell presided (Vice-Chair Chad Bauman) and convened the regular meeting of Nevada Library Board of Trustees on Monday, December 18, 2017 at 5:00 p.m. at the Nevada Public Library, 631 K Avenue, Nevada, Iowa. The agenda was posted on the official bulletin board in compliance with the open-meeting law.

The roll was called indicating that the following named Trustees were present and absent. Present: Chad Bauman, Rebecca Funke, Lisa Johnson, Barb Parker, Adam Riedell, Luke Spence, Josh Sullivan. Absent: None.

Others in attendance were Library Director Shanna Speer, Amanda Bellis and Kerin Wright.

Motion by Board Member Lisa Johnson, seconded by Board Member Chad Bauman, to *approve the agenda* as posted. The roll being called, the following named members voted. Ayes: Johnson, Bauman, Funke, Parker, Riedell, Spence, Sullivan. Nays: None. Chairperson Adam Riedell declared the motion carried.

There was no one present who wished to address the Board at this time.

Motion by Board Member Rebecca Funke, seconded by Board Member Luke Spence, to approve the following *consent agenda* items as submitted:

- (1) Approve **minutes** of the November 20, 2017 regular meeting
- (2) Approve December **claims** totaling \$5,444.08 (see attached list)
- (3) Accept and place on file the Director's **memo** dated December 15, 2017
- (4) Accept and place on file the November **financial report**

The roll being called, the following named board members voted. Ayes: Funke, Spence, Sullivan, Bauman, Johnson, Parker, Riedell. Nays: None. Chairperson Adam Riedell declared the motion carried.

The Board held Continuing Education for 20 minutes on the Iowa Trustee Handbook Chapter 17 (Intellectual Freedom) and 18 (Developing and Adopting Policies).

The Board reviewed the Material Selection and Reconsideration Policy. The consensus of the board was to clean up some of the language and look at some other library's policies. Director Speer will redraft the policy and bring back to the board.

Director Speer presented a few ideas for a possible logo for the Nevada Public Library. After discussion, Trustee Bauman offered his services to come up with some ideas to present to the board.

The Board reviewed a survey regarding usage at the library presented by Director Speer. It will be available through Survey Monkey in late January 2018. Speer will also distribute it to the schools, service groups and other facilities to get the best feedback. Discussion was also held regarding a possible drawing for a prize to entice people to fill out the survey.

Library Director Shanna Speer reported:

- City Council will be voting on a copier/printer service contract at the January 8th meeting of the city council. The current copier is having some issues and it is hoped to get by until the new contract.
- Computers will be moving to Windows 10 to help eliminate some issues that users are experiencing.
- WIFI count for December was at 628. A new server was installed to keep track of a single user in one day. This count will be added to the Activity Report.

The next meeting will be held at 5:00 p.m. Monday, **January 8, 2018** in the Conference Room at City Hall.

There being no further business to come before the Board, it was moved by Board Member Luke Spence, seconded by Board Member Chad Bauman, to ***adjourn the meeting***. The roll being called, the following board members voted. Ayes: Spence, Bauman, Funke, Johnson, Parker, Riedell, Sullivan. Nays: None. Chairperson Adam Riedell declared the motion carried. At 5:55 p.m. he adjourned the meeting.

ATTEST:

Lisa Johnson, Secretary

Adam Riedell, Chairperson