

The regular meeting of the Clear Lake Public Library Board of Trustees was held at the library on April 14, 2009. The meeting was called to order by Jana Severtson, President. The following members were in attendance: Mary Alexander, Betsy Cherry, Diane Glynn, Michael Mahaffey, and Jana Severtson. Library Director Jean Casey was also in attendance.

On a motion by Alexander, seconded by Cherry, the minutes of the March meeting were approved.

A motion was made by Cherry, seconded by Alexander, to approve all expense items for the period March – April. Motion carried.

#### Librarian's Report

1. There was a slight increase in circulation for the month of March.
2. Upcoming Activities
  - National Library Week April 12 - 18 – Friends Open House on 4/13 and 4/17
  - David Okerlund book signing on Saturday, 4/18
  - Children's Earth Day activities on 4/20 including "Franklin the Turtle"
  - Friends Annual meeting on 5/11 featuring "Swingtime Canteen"
3. The library has received a state REAP/HRDP grant of \$1,140 for preservation of four rare items in the history collection: 1881 map of the Town of Clear Lake, Sanborn Fire Insurance maps 1899 – 1931, 1895 Cerro Gordo County Atlas, and 1883 History of Franklin & Cerro Gordo Counties. This work will be done by archivists at the University of Iowa.

#### Old Business

1. There was a review of the board members' input concerning current and potential community partnerships. (See attachment.)

#### New Business

1. Casey presented the proposed library staff salary schedule for 2009-2010. All employees will receive a 3.4% salary increase effective July 1, 2009. On a motion by Mahaffey, seconded by Alexander, the salary schedule was approved.
2. Casey presented a proposed revision to the library's Internet policy. Current policy allows children in fifth grade and younger to use the library Internet computer only if supervised by a parent. Casey said there are some instances in which library programs for children might utilize specific web sites. An example would be the "39 Clues" book series for upper elementary students. This is an interactive book series that refers users to a "39 Clues" web site to help them solve the series' mystery plots. The revised policy would read: "Children in fifth grade and under may use the Internet with a parent of guardian, *or as participants in a library program under the supervision of a library staff member.*" (Policy change in italics.) It was moved by Alexander, seconded by Glynn, to make this policy change as presented. Motion carried.

3. May will be Amnesty Month at the library. There will be no fines on books, magazines, music recordings, or audio books. Regular fines will be charged for overdue video tape or DVD movies.
4. Casey presented board members with the revised "Iowa Library Trustees Handbook 2009". Casey asked members to review the introduction (pp. 1 – 5) and the section on Iowa open meeting law (pp. 36 – 38) for the May meeting.

There being no further business, it was moved by Cherry and seconded by Glynn to adjourn at 5:45 p.m. Motion carried.

Respectfully Submitted,

Michael Mahaffey  
Secretary Pro-tem

#### Library Bills March – April 2009

Alliant Energy	1,498.83
Baker & Taylor	3,680.70
City of Clear Lake	20.79
CL Telephone	173.07
Demco	418.61
Econofoods	14.76
Fareway	56.67
Fiala Office Products	25.00
Globe Gazette	198.00
Iowan Magazine	19.95
Jacobson Electric	42.05
Kimbo Educational	54.85
Kramer Hardware	71.76
Larson Mercantile	65.64
Marshall & Swift	55.21
Midwest Tape	185.44
Office Elements	489.83
Otis Elevator	847.56
Petty Cash	296.82
Quality Pest Control	32.10
Target	370.87
 Subtotal	 8,618.41
 Salaries	 15,399.33
 TOTAL	 24,017.74