

The regular monthly meeting of the Clear Lake Public Library Board was held at the library on August 11, 2009 at 5:15 p.m. The meeting was called to order by Jana Severtson, President. The following board members were in attendance: Mary Alexander, Betsy Cherry, Diane Glynn, Michael Mahaffey, Jana Severtson, and Dave Suntken. Library Director Jean Casey was also in attendance.

A motion was made by Alexander and seconded by Suntken to approve the minutes of the board meeting for July. Motion carried unanimously.

A motion was made by Suntken and seconded by Alexander to approve all expense items for the period July-August. There was discussion of the Otis Elevator bill of \$4,920. Casey reported that the repair work was done during the week of June 29, and that the bill payment was split over two fiscal years. Due to the age of the elevator components, the main circuit board had to be rewired to accommodate replacement parts. Otis personnel recommended that due to the age of the elevator it be completely overhauled and updated. This would cost approximately \$60,000. This will be discussed further when the board plans the next budget. The motion to approve the July-August bills was passed unanimously.

#### Librarian's Report

1. Circulation was up by 500 items for the month of August. Registration for the children's summer reading program was 400, and registration for the young adult program was 85. This was below 2008's total enrollment of 529. Although the number of participants was down, circulation of youth materials was up by several hundred for both June and July, and library events were well attended. The Iowa Storytelling Festival was also very well attended and the performers all enjoyed their Clear Lake experience.
2. Casey reported that library assistant Diane Radack had resigned due to moving from Clear Lake. It was moved by Cherry and seconded by Glynn that Joyce Kasper be rehired as a library assistant at the rate of \$8.00 per hour. Motion carried unanimously.
3. Severtson, Alexander and Cherry reported on a trustee training session that they had attended. The state library has a new video training series that can be incorporated into monthly meetings.
4. Casey shared a schedule of library programming planned for the fall and winter.

#### Old Business

1. The board reviewed the 2008-2010 long range plan. Projects on the plan that had been completed included development of a computer replacement schedule, and the construction of the weather shelter for the emergency exit on the north side of the building. A new goal added to the plan was the participation in the BEACON regional shared automation project to improve patrons' access to library materials and information. An additional new goal was to undertake a space needs assessment to study how to best accommodate all of the library's collections and functions. Casey will present a final version of the updated long range plan for board approval at the September meeting.

New Business

There was no new business.

There being no further business to discuss, it was moved by Alexander, seconded by Glynn, that the meeting be adjourned at 5:50 p.m. Motion carried unanimously.

Michael Mahaffey  
Secretary Pro Tem

Library Bills July August 2009

Alliant	1,870.12
Baker & Taylor	1,797.73
City of Clear Lake	23.70
CL Telephone	177.14
Crescent Electric	264.72
Fareway	17.50
Fiala Office	25.00
Jacobson Electric	102.25
Johnson Sanitary	121.50
Larson Mercantile	75.77
Marshall & Swift	72.11
Midwest Tape	193.11
Office Elements	558.67
Otis Elevator	4,920.74
Petty Cash	290.66
PSI	27.30
North Central Library Service	40.00
Sign Pro	12.00
State Library of Iowa	269.83
Value Line Publishing	798.00
Target	291.70
WT Cox Subscriptions	3,015.98
Subtotal	14,915.53
Salaries	22,342.28
TOTAL	37,257.81

