

The regular monthly meeting of the Clear Lake Public Library Board of Trustees was held at the library on December 8, 2009 at 5:15 p.m. The meeting was called to order by Jana Severtson, President. The following board members were in attendance: Jana Severtson, Diane Glynn, Mike Mahaffey and Dave Suntken. Library Director Jean Casey was also in attendance.

On a motion by Glynn, seconded by Suntken, the minutes of the November meeting were unanimously approved.

A motion was made by Suntken, seconded by Glynn, to approve all bills for the period November – December. Motion carried unanimously.

#### Librarian's Report.

1. Circulation was up by 500 items over the previous November
2. Casey reported that the Friends of the Library will once again sponsor a Winter Reading program for all ages during January and February. There will be drawings for gift baskets, a paper snowflake design contest and a rock-n-roll party.

#### Old Business

1. Casey reported on the Beacon regional automation project. There has been a delay in the project so the Clear Lake Public Library is now scheduled to begin participation in September rather than May 2010. Due to the Beacon delay, the library's scheduled upgrade with The Library Corporation (TLC) has also been rescheduled for May. Although it was initially thought that our library would access the Beacon database through a remote server, TLC is now recommending that we utilize an on site server. Our present server will need to be upgraded or replaced to manage this function. A new server would have an approximate cost of \$5,000. Casey is investigating funding sources for this.
2. Casey has learned that a proposed change in the length of term of library board members from six years to three years would require a vote by citizens in a general election. Casey will discuss this further with city officials.
3. Casey presented a revised 2009-2010 budget amendment. Changes were needed in the amendment due to the Beacon delay meaning that the library would not be available for consortium pricing with TLC until September. The proposed changes were:

Bldg. Maintenance & Repair	\$8,000
Equipment Repair	\$12,350
Utilities	\$21,720

On a motion by Glynn, seconded by Suntken, the changes were unanimously approved.

New Business

1. Casey distributed annual review forms for evaluation of the library director. Board members were asked to complete the forms and return them to Jana Severtson by the next board meeting.
2. Casey reported on the potential donation of a large statue of a bear by the family of Elizabeth Jung. This statue would be for outdoor display. The board was very appreciative of this generous offer. It was moved by Mahaffey and seconded by Glynn to decline this item due to lack of space to display it, expenses to secure it and possible liability issues. Motion carried unanimously.

There being no further business, it was moved by Glynn, seconded by Suntken, to adjourn at 5:35 p.m. Motion carried unanimously.  
Next meeting will be January 12 at 5:15 p.m.

Michael Mahaffey, Secretary Pro Tem

<b>Library Bills</b>	<b>November-December 2009</b>
Alliant Energy	1,223.64
Baker & Taylor	2,338.38
City of CL	20.79
CL Telephone	173.47
Clean View	200.00
H. Duesenberg	149.60
Liz DenHartog	66.00
Econofoods	47.59
Fareway	64.52
Fiala Office Products	25.00
Gareth Stevens, Inc.	78.00
Iowan Magazine	18.95
Johnson Sanitary	111.51
Lake Plumbing	102.50
Larson Mercantile	65.02
Marshall & Swift	55.91
Midwest Tape	839.05
Office Elements	228.17
Petty Cash	252.10
Service Master	1,245.00
Star Tribune	156.00
Target	344.40
TQ Technologies	158.40
Subtotal	7,964.00
Salaries	15,383.27
TOTAL	23,347.27

