

The regular monthly meeting of the Clear Lake Public Library Board of Trustees was held at the library on October 13, 2009 at 5:15 p.m. The meeting was called to order by Jana Severtson, President. The following members were in attendance: Jana Severtson, Mary Alexander, Ann Bagby, Betsy Cherry, Diane Glynn, and Michael Mahaffey. Library Director Jean Casey was also in attendance.

On a motion by Mahaffey, seconded by Glynn, the September minutes were unanimously approved.

A motion was made by Bagby, seconded by Mahaffey, to approve all expense items for the period September-October. Motion carried.

Librarian's Report

1. Circulation was down slightly for September. Casey felt that this was due to road work that at times has made accessing the library building difficult. Parking in front of the library building is also not possible at this time.
2. Casey reminded board members to attend the "Juke Boxes, Pool Halls and Duck Tails" program with Layton Zbornik on Thursday, October 29, at 7 p.m.

Old Business

1. The library building tour that the board did at the September meeting was discussed. The staff is planning to relocate the book sale so that the Young Adult collection can be expanded.
2. Casey reported on the Cerro Gordo County Library Association meeting that took place on October 6 in Swaledale. The association will ask the supervisors for a 5% increase in funding for service to rural residents during FY2010-2011. The county appropriation for the current year is approximately 10% of the library's budget. There was also discussion of the effect of the 10% cut in the State Library's budget on our local library. Last year the Clear Lake library received \$8,000 in income from the state. Due to the budget cut, this amount will be less for the current year.
3. Casey provided additional information on the Beacon joint automation project. In addition to sharing collection catalogs, the participating libraries will also be sharing patron databases. This will assist libraries in monitoring delinquent borrowers who utilize multiple area libraries. There will be significant changes in how the public and staff use the revised catalog. Casey requested that the library be closed for a day in late November or early December for staff training on the new program. It was moved by Glynn, seconded by Cherry, that the library be closed on a day of Casey's choosing for Beacon staff training. Motion carried unanimously.

New Business

1. The board discussed the proposed budget for 2010-11 and budget amendment for 2009-2010. An area of concern for the present year is the building maintenance account. This account is already completely expended due to a major elevator repair that was needed in July. Casey recommended

transferring \$1,000 each from the equipment repair and utilities accounts to provide funds for building repair for the remainder of the fiscal year. The \$1,300 Gates Foundation grant that was received for computer purchases also needs to be amended into the current year's budget. Increases in the library budget for the coming fiscal year are anticipated in the areas of laundry service, postage and electronic media. Scheduled for capital improvements for the coming year is completion of the tuck pointing project.

2. There was discussion of planning for the flu season. The board considered what the library's response would be if a severe flu outbreak caused closure of local schools. The consensus was that the library would not close in such a case, but that children's programming would be cancelled until the schools reopened.

There being no further business, it was moved by Cherry, seconded by Alexander, to adjourn the meeting at 5:50 p.m. Motion carried unanimously.

Next meeting will be November 10 at 5:15 p.m.

Ann Bagby, Secretary

Library Bills September-October 2009

Alliant	1,713.55
Baker & Taylor	3,582.67
Sarah Bergan	13.99
CL Telephone	173.47
City of CL	23.70
Davidson Titles	573.77
Demco	348.04
D. M. Register	273.94
Fareway	19.63
Fiala Office Products	25.00
Heritage Microfilm	289.29
Highsmith	31.45
Jacobson Electric	140.52
Johnson Sanitary	158.49
Kramer Hardware	110.63
Lake Plumbing	359.80
Larson Mercantile	71.93
Larson Printing	67.20
Learning Opportunities	153.58
Library Corp.	4,318.50
Homer Long	40.00

Marty Lundberg	27.95
Marshall & Swift	85.89
Midwest Tape	501.85
Office Elements	140.25
Petty Cash	370.67
Quality Pest Control	32.10
Spotlight Publishing	350.90
TQ Technologies	296.42
Target	299.20
WT Cox	50.44
Subtotal	14,644.38
Salaries	12,868.25
Total	27,512.63