

West Branch Public Library
Board of Trustees Meeting Minutes
November 17, 2016

Meeting Commenced at 6:30 PM

Present: Monica Tylee, Michelle Carter, Amy Guhl, Chuck Varnum, Cary Wiesner, Nick Shimmin (Director), Matt Muckler (West Branch City Administrator)

Minutes: Trustee Carter, with Trustee Guhl seconding, moved that the October minutes be approved as submitted. Motion passed unanimously.

Open Forum: City administrator Muckler mentioned that the City Council was quite impressed with Director Shimmin's annual report submission. He added that he thinks the library looks great.

Finance: Director Shimmin noted the Alliant bill was quite high this month, perhaps because of problems with the light timer. Trustee Carter said that some Alliant customers have been having problems with their bills, and suggested checking with Alliant about the bill. Trustee Varnum then moved the November financial report be accepted as submitted, with Trustee Wiesner seconding; motion passed unanimously.

Director's Report: Director Shimmin noted the library has been very highly rated by Library Journal, earning a score of 93 on circulation, 98 on programs.

93rd percentile
98th percentile

Board Vice-President Vacancy: Trustee Guhl moved that Trustee Varnum be named to the vacant board vice president position. Motion seconded by Trustee Carter, and passed unanimously.

Library Maintenance Issues: Trustee Guhl, with Trustee Carter seconding, moved that window fascia and soffit work be approved; motion passed unanimously. Director Shimmin will look for a quote on a rest room partition made of other materials besides metal. He said the Friends are interested in fixing up the Community Room.

FY 2018 Budget: Director Shimmin told the board that laptop use is going up, and wondered if the library should buy another one. Trustees Guhl and Carter both said to leave the request as it currently is. ~~Trustees Tylee, Guhl and Wiesner were named to the finance committee.~~

Decided to do budget
as a whole board

Meeting adjourned 7:40 PM.

Next Meeting: Monday, December 12, 6:00 PM, Library Community Room



John Carter