

*West Branch Public Library
Board of Trustee Meeting Minutes
December 12, 2016*

Meeting Commenced at 6:05PM

Present: Monica Tylee, Jan Cretin, Chuck Varnum, Cary Wiesner, Nick Shimmin (Director), Becky Heil (State Library of Iowa)

Presentation: Becky Heil, Southeast District Consultant for the State Library of Iowa, gave a slideshow presentation, "Jumpstart Your Trusteeship," which outlined the duties and responsibilities of a library trustee. It was a very informative program.

Minutes: Trustee Varnum, with Trustee Cretin seconding, moved the November meeting minutes be accepted with two minor changes. Motion passed unanimously.

Open Forum: Trustee Varnum thanked director Shimmin for arranging to have Becky Heil give her presentation to the board.

Finance: Director Shimmin noted the item for carpet cleaning, which was done Thanksgiving weekend. He said the service did an excellent job. Trustee Wiesner then moved the finance report be approved as submitted, with Trustee Varnum seconding, moved the finance report be approved as submitted. This passed unanimously.

Director's Report: Director Shimmin noted that the library will be closed for the holidays December 23-24, and Jan 1-2.

Internet Policy: Director Shimmin presented a revised patron internet policy for the board's perusal. The board, on a motion by Trustee Cretin seconded by Trustee Varnum, voted unanimously to approve the new policy, with one small change.

FY 2018 Budget Submission: Director Shimmin reported that the city council is still working on salary increases. Trustee Varnum asked if the director's salary listed included the amount appropriated from the cable TV budget? Director Shimmin confirmed it does. Trustee Varnum then moved the budget proposal be approved as submitted; Trustee Wiesner seconded this motion, which passed unanimously.

Meeting adjourned 7:40 PM

Next Meeting: Thursday, January 12, 2017, 6:30 PM Library Community Room

