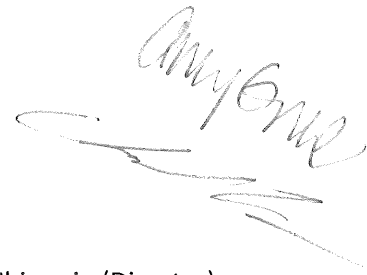


**West Branch Public Library
Board of Trustees Meeting Minutes
March 9, 2017**



Meeting Commenced 6:30 PM

Present: Monica Tylee, Amy Guhl, Michael Sexton, Cary Wiesner, Nick Shimmin (Director)

Minutes: On a motion by Trustee Guhl that was seconded by Trustee Sexton, the February meeting minutes were unanimously approved as submitted.

Finance: Director Shimmin presented the monthly financial report for March. Trustee Guhl moved the report be approved as submitted, with Trustee Sexton seconding; motion passed unanimously.

Directors Report: Director Shimmin reported that because of his additional duties as interim city administrator, he may not be available to work Thursday nights. Trustee Tylee asked if volunteers could help on Thursdays; Director Shimmin replied that it's possible, though he likes to always have 2 staff then. February stats were mostly down from last year, except for computer use.

Friends Group: Director Shimmin gave an overview of the library friends group. Among their activities are providing volunteer help, applying for grants, and providing financial support for programs such as summer reading.

Credit Card Payments: Director Shimmin gave the board info on two different services which would allow patrons to pay fines using debit or credit cards. One service, GovPayNet, would include a fee paid by the user; the other, CardPointe, includes a fee paid by the library. Since this concerns city finances, the library will have to work with the city to choose a program, so no vote was taken. The board seemed to prefer GovPayNet.

Space Needs Assessment: Director Shimmin presented an overview of the space needs assessment, which served as a good introduction/refresher for the board.

Fundraising Proposal: Since our long-range plan calls for the facilities fundraising process to begin this year, Director Shimmin compiled information on two different companies that could perform a feasibility study. Trustee Sexton asked if the library could build in its present site, to which Director Shimmin said we are currently committed to a combined library/rec center at Pederson Valley. Trustee Sexton also asked how much the library's share would be; Director Shimmin said the fundraising process would determine that, with the feasibility study determining about how much money we can expect to raise. He added that North Liberty relied mostly on private donations for their new library. Director Shimmin said he would ask other libraries who have used these companies what their experiences were.

Meeting Adjourned 7:55 PM.

Next Meeting: Thursday, April 13, 2017, 6:30 PM Library Community Room