

**Board of Trustees Meeting
April 20, 2016**

The Knoxville Public Library Board of Trustees met at the library on Wednesday, Apr. 20, 2016. Members present were Harv Sprafka, Mary Lane, Scott Ziller, and Dave Garcia. Jean McKay, Pat Wilson, and Bob Leonard were absent.

The meeting was called to order by Mary Lane. Scott Ziller moved, Dave Garcia seconded to approve the minutes of the March 16, 2016 meeting as mailed. Motion passed unanimously.

Under Correspondence, Roslin read a card from Lois Akins, a retired history teacher, who expressed regret at not being able to attend the Iowa Flag Day program. However, the story ended happily because one of the library staff picked her up that evening and Mrs. Akins came to the program after all.

Roslin gave the librarian's report for March 2016. Total circulation was 4,678 printed materials, 1,536 non-print materials. Computer usage was 1,348 with 618 recorded use of wireless. The Early Literacy AWE stations had 55 uses, but one of them was malfunctioning so it will be shipped back for analysis and repair. The Friends group had purchased the second AWE computer for the library.

The meeting room usage and outreach count was 39 times, with a total attendance of 543. There were 4,887 visits to the library with an average of 163 visits each day. Preparations are underway for the Summer Reading Program "On Your Mark, Get Set, READ" featuring a health and wellness theme. Registration will be June 6 and 7. Roslin is to present a program for Iowa Small Libraries Association (ISLA) on successful library bonds. She had attended an online seminar (webinar) on surveying outcomes of library services called Project Outcome and will attend a webinar on "Serving Mentally-Challenged Patrons." All webinars are free.

The library will be closed for carpet cleaning this weekend. The Friends book sale had made \$1,057.75 thanks to the many volunteers. Leftover books are shipped to Better World Books, with a portion coming back to the library, and a portion benefitting families through National Literacy for Families. For Money Smart Week, the library will have a shredder truck available to the public on April 30. A traveling Iowa history bus exhibit will be at the library on May 2 from 10 a.m. to 1 p.m. We will have a coloring program for adults on April 26 at 6 p.m.

Under Media Strategy Plan, all events shall be planned and publicized in a timely manner to the regular channels: radio and newspaper, as well as Facebook. Roslin will also reach out to the schools and organizations via email. For the buseum, she will contact the veterans' groups.

Harv Sprafka moved, Scott Ziller seconded that the financial report for March be approved. Motion was unanimous. Scott Ziller moved, Harv Sprafka seconded the city trust report for March be accepted. Motion was unanimous. Harv Sprafka moved, Scott Ziller seconded the approval for payment of bills for April. Motion passed unanimously, and a copy is attached to the minutes.

Under Unfinished Business, Roslin reported that the Amperage Company interviewed 44 people for the feasibility study. A final report will be presented on April 27 at noon.

Under New Business, Roslin has asked if board members were willing to house the two men from Traces.org overnight. Jean McKay and Pat Wilson volunteered. Roslin presented a draft of an e-Reader policy for review. Discussion will be tabled for next month. Mary Lane and Pat Wilson agreed to sit on a committee to evaluate the Library Director. There was a problem with vehicles parked outside the library for extended hours during the library's operating hours. Dave asked that Roslin talk to the bank before presenting it to the city council requesting signage for limited parking to library patrons only.

There being no further business, the meeting was adjourned. The next regular meeting will be held Wednesday, May 18, 2016 at 8:00 AM at the Knoxville Public Library.

Roslin Thompson, Secretary