

Dawson County Library
Board of Trustees
April 18, 2016

Members present: *Leslie Kupkowski, Ragin Hause, Judy Cahill, Wendi Bock and Duane Wallace.*

Members absent: *Donna (Weaver) Yaughn, Lori VanSickle.*

Also present: *Director Leslie Clark, Collection Management Librarian John McConnell, Branch Manager Stacey Leonhardt and Assistant Director Vicki Adkison.*

Susan Roof called the meeting to order at 5:03pm and established a quorum was present.

Director Leslie Clark introduced John McConnell, our new cataloger and acquisitions manager. John advised the Board he is getting up to speed and he is getting new items out into the libraries as quickly as possible.

A motion was made by Ragin Hause to approve the Quarterly Meeting minutes of January 25, 2016. Leslie Kupkowski seconded and all were in favor.

Financial Report for the 2nd Quarter of the FY16 (4th Quarter of the Calendar Year) was reviewed by the Board. Leslie Kupkowski moved to accept the report as given. Ragin Hause seconded and all were in favor.

Financial Report for the 3rd Quarter of the FY16 (1st Quarter of the Calendar Year) was reviewed by the Board. Ragin Hause moved to accept the report as given. Leslie Kupkowski seconded and all were in favor.

Director Leslie Clark presented her Quarterly Director's Report. Leslie advised the Board she had made a couple of changes in the way the report is presented by adding tables, etc. for easier reading. The Board members liked the tables. Ragin Hause asked if we showed appreciation to the Lions Club for the \$1000.00 donation for large print books and Stacey Leonhardt advised we had.

New Director Leslie Clark briefed the members on PINNACLE, Leadership Training she has been attending. Topics include, but are not limited to, ethics, virtue, character and ethical use of power. Leslie advised she has been taking a random survey and Ragin Hause suggested putting the survey on the website if possible.

Stacey Leonhardt, branch manager, discussed National Library week where a question was presented to patrons – “what else does the library offer besides books?” #1 answer – DVDs. Comments that were made included how wonderful the staff is, the library is a great use of the taxpayers money and wish there were more new releases.

Board member Wendi Bock asked Stacey if the library staff ever goes out into the community and Stacey advised just had a Kindergarten Roundup but what she really needed from board members was “word of mouth”. Wendi also advised she was at the Citizens Government Academy and was so impressed with Stacey discussion she very much wanted to become a board member.

There were no committee meetings; however there was some discussion regarding the members for each committee. Vicki will email a list of committee members to all of the board members.

The Foundation needs a member. There was some discussion about the Foundation and monies the Foundation may have. Vicki will research and send an email to members. Ragin Hause moved to table any further discussions regarding the Foundation until there was more information. Leslie Kupkowski seconded and all were in favor.

Stacey Leonhardt discussed the Friends group and advised it was doing very well. Shredding Day at the library was sponsored by the Friends group. The Friends group is in need of a Vice Chair and a Secretary. The next meeting for Friends will be the 28th of April at 10:00am at the library. The next event sponsored by Friends will be the Scavenger Hunt on September 24, 2016, which is a fundraiser. \$100/team. The Friends group is in need of sponsorships.

No unfinished business

Personnel Policy will be tabled until the next meeting to allow the new Director, Leslie Clark, to review the policies.

The need for orientation for new Board members was discussed; however, there are 2 vacancies that need to be filled. The county commissioners have two applications for Board members. Leslie and Vicki will follow up with the commissioners regarding filling the vacancies and schedule and orientation.

New business - Vicki Adkison, Assistant Director, advised the members since Claudia Gibson has retired there are many questions regarding the bank accounts/money market account and CDs for financial reasons; however, the banks cannot discuss anything with her since she is not a signer. Leslie Kupkowski moved to allow the banks to discuss the all bank accounts/money market account and CDs with Vicki Adkison. Judi Cahill seconded and all were in favor

Leslie Kupkowski moved to have the meeting adjourned at 6:01pm. Ragin Hause seconded and all were in favor.

Respectfully submitted,

Susan Roof, Secretary
(By Vicki Adkison)