

Rawlins Municipal Library Board

April 25, 2016

Minutes

The Rawlins Municipal Library Board met in regular session Monday, April 25, 2016 at 5:00 pm in the Dakota Room. Present were Matthew Reitzel, Brenda Hemmelman, Terry Woster, Amy Weller, Commissioner Jamie Huizenga, and Library Director Robin Schrupp. David Page was absent. New trustee Amy Weller was welcomed to the board. The meeting was called to order by acting-chair Woster. The March minutes were accepted with a motion by Hemmelman and seconded by Huizenga. All approved.

The Librarians report noted general circulation for the month of March was 13,426, an increase of 1,890 from February. A total of 1,159 eBooks were checked out, 1,859 internet/computer uses were recorded. Patron count was 13,169 which is an average of 446 patrons per day for the month which is an increase of 49 from the previous month.

The Library has been busy during March and April with children's programs & other events. Events scheduled for the end of April and into May so far are:

- Storytime two days a week (in April only, no Storytime during summer months)
- Apr. 28 – Tree Planting Ceremony with Mayor Gill 3:30
- Story time/Craft for “Go Green” participants, at YMCA 4 – 5pm
- Apr. 28 – Zonta Awards Night – 7 pm @ Faith Lutheran Church
- Apr. 30 – International Jazz Day celebration
- May 14 – Adult Coloring Club 10:30-noon
- - Plant and Seed Swap 2:00 – 3:00 pm
- May 20 – Last day of school
- May 23 – Library Board Meeting – 5 pm
- May 30 – Library Closed for Memorial Day (Monday)
- JUNE 3 – LEGO Guy – Kickoff for Summer Reading Program
- JUNE 6 – JULY 28th – Summer Reading Program

April events included Adult Coloring Club, National Library Week activities, Open House with library tours and eBook demonstrations, an American Girl Tea Party, Earth Day promotion, and the tree planting ceremony with Mayor Gill followed by stories and a craft at the YMCA. International Jazz Day will also be celebrated on the 30th. The Library will feature a display of Jazz resources as well as information about the origin of the festival. A plant and seed swap will be held May 14th with patrons bringing and exchanging their favorite seedling plants and cuttings with others.

April 3-10, Robin attended the Public Library Association conference in Denver. The conference was phenomenal, with many outstanding speakers and educational sessions. Brenda Hemmelman presented a very informative and timely database presentation for the Library Staff and Board members at the Library on April 17th. The Library had its annual safety inspection on the 13th. The library received a grant award from the Zonta Club once again this year. Updated flooring has been installed in the two public restrooms and the sidewalk project is set to begin in May.

The tentative schedule for the Summer Reading Program was discussed, including a program geared towards teens. Special events for this year are Curtis Mork the LEGO Guy, and Brent Mielke the Zoo Man who will be bringing live animals to the library.

Existing Business:

The statistical and financial reports were reviewed and approved with a motion by Reitzel and seconded by Weller. Schrupp then outlined the agenda for the tree planting ceremony taking place on the library grounds on Thursday, April 28th.

New Business:

Two new policies (Meeting Room policy and Display policy) were brought before the board for their review and proposed revisions. The motion to accept the Meeting Room policy was made by Reitzel, seconded by Hemmelman; a motion to approve the Display policy was made by Reitzel, seconded by Weller. After discussion on each policy, the board approved of the minor modifications and unanimously voted to accept each marginally revised policy as the final copy.

The board also verified the hiring of Virginia Kaus as the Rawlins Library temporary summer program assistant.

The meeting adjourned at 6:00 p.m. The next meeting will be held on Monday, May 23rd at 5:00 p.m.

Terry Woster
Acting Chairman

Robin Schrupp
Library Director