

Rawlins Municipal Library Board

May 23, 2016

Minutes

The Rawlins Municipal Library Board met in regular session Monday, May 23rd, 2016 at 5:00 pm in the Dakota Room. Present were David Page, Matthew Reitzel, Brenda Hemmelman, Amy Weller, Commissioner Jamie Huizenga, and Library Director Robin Schrupp. Terry Woster was absent. The meeting was called to order by chairman Page. The April minutes were accepted with a motion by Huizenga and seconded by Hemmelman. All approved.

The Librarians report noted general circulation for the month of April was 11,603. A total of 1,114 eBooks were checked out, 1,806 internet/computer uses were recorded. Patron count was 12,562 which is an average of 419 patrons per day for the month.

Events scheduled for the end of May and the month of June so far are:

- May 30 – Library Closed for Memorial Day (Monday)
- June 3 – LEGO Guy – Kickoff for Summer Reading Program
- June 6 – July 28th – Summer Reading Program
- June 11 – Adult Coloring Club 10:30-noon
- June 22 – Author Ann Charles, Noon – 2 pm
- June 23 – “Zoo Man” 6:30 pm

May activities included several Storytimes, Adult Coloring Club, & assisting adult students by proctoring exams. The schedule for the Summer Reading Program is in place with programming for ages preschool through teen. Special events for this year are Curtis Mork the LEGO Guy, Brent Mielke The Zoo Man’s live animal show, and a pool party at the YMCA for teens. The tree planting ceremony was held April 28th with Mayor Gill introducing the event. She stressed how important ecology is and emphasized the efforts put forth for Pierre’s “Go Green” project. A sizable group of children and adults planted 10 trees on the library grounds. Earth Day stories and crafts for the children followed the tree planting activity. The library received a grant award from the Zonta Club to purchase books with themes that empower women and children. Rawlins Library unfortunately was not chosen as one of the recipients of the Capital Area United Way grant funds which would have been designated for the purchase of PlayAway tablets to enhance the library’s digital collection. And frequent library patron Michelle Flaherty has signed up to be a volunteer.

Director Schrupp presented the final schedule of events for the 2016 Summer Reading Program. Brenda Hemmelman then described the new discovery overlay which incorporates Interlibrary Loan services through the State Library’s “Share-It” ILL module. Rawlins Library will be able to offer those services to the public beginning July 1st.

Existing Business:

The statistical and financial reports were reviewed and approved with a motion by Reitzel and seconded by Weller.

New Business:

Schrupp gave an update on the physical improvements occurring at the library. They included the construction of the sidewalk from the YMCA to the library via the north side of the building; the refinishing of the patron study tables and atlas case; and the replacement bench for the entry along with flower planting. Also noted were the issues of the phone lines being damaged during the construction process as well as the ongoing concerns with the malfunctioning and unreliable AC unit.

The *Proctoring Service Policy* was brought before the board for their review. The motion to accept the policy was made by Hemmelman and seconded by Reitzel. After a brief discussion and one minor wording revision, the board unanimously agreed to accept the policy.

The meeting adjourned at 5:50 p.m. The next meeting is yet to be determined

David Page
Chairman

Robin Schrupp
Library Director