

LE PHILLIPS MEMORIAL PUBLIC LIBRARY

Minutes of Meeting

A meeting of the Board of Trustees of the LE Phillips Memorial Public Library was held on Thursday, January 15, 2004, at 7:30 am in the Board Room of the Library. The following members were present: Cutsforth, Fraser, Jurmain, Moore, Perry, Schilling, Theisen, Von Haden, and Wisner.

MINUTES OF PREVIOUS MEETING

On a motion made by Cheryl Cutsforth, and seconded by Sylvia Schilling, the Board unanimously approved the minutes of their December, 2003 meeting.

COMMITTEE REPORTS

Capital Campaign Committee: Jon Theisen reported the Committee was unable to find someone interested in leading the YS renovation project. Trustees agreed to individually submit suggested names of people who may be interested in making a temporary (up to three meetings) commitment to serve on a YS renovation committee. These people will be sent informational packets, and meetings will be scheduled for Feb 5, March 4, and April 8 at 7 pm.

Planned Giving Committee: Emily Moore reported \$206,585 had been received or pledged by 235 donors.

Planning Committee: Mary Jurmain reported a revised set of goals and objectives for the library had been sent to Board members. Any proposals for new goals should be sent to her promptly. The goals will subsequently be sent to staff, and the Board will take action on them at their February meeting.

REPORT OF THE FRIENDS OF THE LIBRARY

Cheryl Cutsforth reported the Give-a-Kid-a-Book project distributed 2,800 books, including 266 dictionaries. Contributions remained strong, but, for the first time, the Friends were unable to fill all agency requests for books.

REPORT OF THE LIBRARY DIRECTOR

John Stoneberg reported the library would be receiving 1,600 cd's this Spring, from a class action lawsuit brought by several states against the five major music distributors.

Gus Falkenberg reported three PR monitors have been installed and will begin displaying publicity in a week or two. Also, four kiosks are installed and will begin operation at the end of January.

ACTION ON BILLS & CLAIMS

On a motion made by Bob Fraser and seconded by Don Wisner, the Board unanimously approved the Bills & Claims for December 12, 2003-January 2, 2004.

TRANSFER TO THE CAPITAL IMPROVEMENT FUND

Cheryl Cutsforth made a motion, seconded by Bob Fraser, to approve the transfer of \$102,800 from the operating fund to the capital fund. The motion passed unanimously.

AMENDMENT TO THE POLICY ON TRAVEL

Don Wisner made a motion to approve the proposed change to the Policy on Travel to automatically update in accordance with the set City rates. The motion was seconded by Bob Fraser and passed unanimously.

DIRECTIVES

A committee membership list will be distributed. Emily Moore announced an LVA Scrabble Bee fund raiser on April 1 which the Library, or Friends of the Library, may be interested in.

ADJOURNMENT

On a motion made by Don Wisner and seconded by Bob Fraser, the Board unanimously approved adjournment of their meeting.

Julie A. Gast
Business Manager