

Harlan Community Library Board of Trustees--January 13, 2020 - **AMENDED**

The Harlan Community Library Board of Trustees met on Monday, January 13, 2020, at 5:16 p.m. in the Library meeting room.

Present: Pam Meurer, Roger Ewert, Deb Miller, Susan Finn, Dick Jones, and Tanya Bruck  
Absent: Bill Early and JoAnn Miller  
Also Present: Director Amanda Brewer

President Pam Meurer called the meeting to order. Dick moved, seconded by Susan to approve the agenda as presented. The motion carried unanimously.

Conflicts of interest are to be stated if and when applicable. None were stated.

Deb moved, seconded by Dick, to approve the minutes from December 9th. The motion carried unanimously.

Director's report:

- Upcoming programming includes Family Fun Lego Night, Art for Kids Activity, Kid's movie showings, Iowa Habitats presentation, Family Fun Amazing Library Race, Murder Mystery role play, and Love Your Library Celebration.
- The library staff has not been satisfied with the current technology services. Amanda will be looking for a new provider for the next fiscal year.
- The library is up for renewal for accreditation. There will be a draft of the Long Range Plan in February.
- Bills that were recently paid include: purchase of chairs for the new carrels, final installment for the painting (not covered by grant/donation monies), service for sewer pipe issues in October, and a Zoom webinar hosting room.
- 50% of the year has passed, and 50.1% of the budget has been spent.

Motion by Deb, seconded by Dick to approve the bills the director has paid. Motion carried unanimously.

No committees met.

Old Business:

- No old business was discussed.

New Business:

- The board reviewed the 2019 Patron Survey Results and presented by the library director.
- The library director reported that there are issues with condensation building up on the North Side of the Atrium Area by a air vent. Other city department heads stated they would look into the cause and see if they could provide a recommendation.
- The board reviewed the current Employee Handbook that is provided by the city. There were not questions or concerns by board members.
- The library director stated she received Dan Lotenschein's resignation from the Board of Trustees. Board Members are to send any recommendations for filling the position to Amanda and she will follow up on them.
- E-Rate is a program that helps libraries pay for internet service along with other telecommunication items. If a library uses E-Rate, they are required to have a CIPA filter that censors internet usage. The library's current policy is that there is no filtering of patrons' internet usage. If the library decides to partner with E-Rate, we will need to change our Policy and hold a public hearing. The board requests more time to

consider the advantages and disadvantages of E-Rate. Motion by Deb, seconded by Dick to table E-Rate discussion to a later date. Motion carried unanimously.

Our next meeting will be February 10, 2020 at 5:15 p.m.

There being no further business, the meeting adjourned at 5:53 p.m.

Tanya Bruck, Secretary

*These minutes are as recorded by the Secretary and are subject to Board approval at the next regular meeting.*