

COLE LIBRARY BOARD OF TRUSTEES MINUTES
NOVEMBER/DECEMBER
December 3, 2019

PRESENT: Cathy Boggs, Greg Cotton, Deb George, Gwen Schimek,
Caitlin Tobin (intern with Greg), Tom Wieseler (City Liaison), Bob Meeker

- I. The meeting was called to order by President Deb George at 8:42 a.m.
- II. The minutes were approved with the following revision: III, B, 2 to read, The library policies are now available on the Library Web Site. These are the libraries policies as found in the Library Handbook.

III. REPORTS:

- A. PRESIDENT: Dates for board meetings. The February board meeting will be February 11, 2020.
- B. PUBLIC LIBRARIAN:
 - 1. Web Site: It was decided to place only library policies on the web site and not the entire Handbook. This should make it easier for viewers to find our policies on the site. We will add the notation that the full handbook is available upon request from the library.
 - 2. BRIDGES membership costs will increase from \$0.15 to \$0.18 per capita for fiscal year 2021. This will increase our bill from \$975.90 to \$1,111.08 for a total increase of \$135.18.
 - 3. Cathy is getting an estimate for a new book shelf for the Children's Room. A donation to the library will help pay the cost.
 - 4. Diana Corcoran is being proposed to fill the open seat on the library board. Appointments need the approval of the city council.
- C. LIBRARIAN:
 - 1. We reviewed the financial report for October. We will review the financial reports for November and December in January 2020.

IV. MAJOR BUSINESS:

- 1. 2020 - 2021 Budget Proposal:

The Cole Library budget for 2020-2021 was reviewed, approved, and will be turned in to City Hall by December 6. This budget request asks for a \$30,000 increase from the city. This figure is the result of direct conversations between city and college officials. The budget calls for increases for staff salaries and overhead costs. New to the budget is a Building Maintenance line item. Both city and college will benefit by the city's financial support of KANOPY, an expensive but valuable video streaming service. With the city's support, we qualify for a greatly reduced price given to public libraries. This budget proposal is for \$127,550 from the city and a total budget proposal of \$158,000.

The next Board meeting will be January 21, 2020 which is the regular 3rd Tuesday of the month. The meeting was adjourned at 9:24a.m.

Respectfully submitted;
Bob Meeker