

BROOKINGS PUBLIC LIBRARY
BOARD OF TRUSTEES
July 9, 2015
MINUTES

The Board of Trustees of the Brookings Public Library met on Thursday, July 9, 2015 at 5:30 p.m. in the Historical Room of the Brookings Public Library

MEMBERS PRESENT: Janell Hoffelt, Larry Rogers and Kyle Schaefer

OTHERS PRESENT: Elvita Landau and Alice Hayes

Call to Order

Larry Rogers called the meeting to order.

Approval of Agenda

Larry Rogers called for approval of the meeting agenda. Janell Hoffelt moved to approve the meeting agenda. Kyle Schaefer seconded. Motion carried.

Approval of Minutes

Larry Rogers called for approval of the minutes from the June 11, 2015 meeting. Kyle Schaefer moved to approve the minutes. Janell Hoffelt seconded. Motion carried.

Old Business

Coffee Shop Committee Report

Kyle Schaefer reported that Aramark would not be interested in running the Library coffee shop. They can't keep positions filled on campus, so distance and staffing would be an issue. Elvita Landau reported that a couple had spoken with Nita Gill regarding operation of the coffee shop. It is hoped that they will be back in touch with Elvita regarding this. Elvita also shared the revised RFP information that may be reissued in August.

New Business

Approval of June Bills

Janell Hoffelt moved to approve the June list of bills. Kyle Schaefer seconded. Motion carried.

Policy Review – Display Policy

Elvita Landau gave an overview of the Display Policy. She and Rae Brecht did not see a need for any changes to the policy. The Library Board discussed the policy and decided to keep it as is.

Other Items and Reports

Librarian's Report

Elvita Landau presented her monthly report. June was the best month yet for physical circulation. EBook use is also up. There are 1,574 children signed up for the Summer Reading Program as of July 9. We are still advertising the 12:30 – 3:30 Library Assistant position.

Financial Reports

The Board reviewed the monthly reports for the General Fund, Fines, and Gifts Accounts. Elvita Landau said there is a potential expense for repair of the air handling system. Also, the new magazine jobber seems to be more expensive than the previous provider. We may go over budget on the periodicals/subscription line item.

The next Board meeting will be on Thursday, August 13, at 5:30 p.m.

Kyle Schaefer moved to adjourn the meeting. Janell Hoffelt seconded. Motion carried. The meeting was adjourned at 5:55 p.m.

Respectfully submitted,
Elvita Landau, Library Director