

Clear Lake Public Library
Library Board Meeting
February 4, 2020
Minutes

Meeting was called to order at 5:00 p.m. by President Marie Bannink.

Quorum was met: Present were Marie Bannink, John Hazen, Debra McMahan, Marci Meyer, Patricia Mitchell, and Christine LaFond.

Motion was made by Marci Meyer and seconded by John Hazen to approve the agenda. Motion passed.

Approval of the minutes of the December 3, 2019 minutes. Motion was made by Marci Meyer and seconded by Patricia Mitchell to approve the minutes. Motion passed.

Approval of the payment of the bills. Motion was made by John Hazen and seconded by Debra McMahan to approve payment of the bills. Motion passed.

Friends of the Library Report

- Made almost \$900 on the Baskets

Librarian's Report

- Reviewed Newsletter
- Courier is running later so put notice in Newsletter letting patrons know to wait until after 1:00 to come in for materials
- 2 new families at story time – 2:00 on Wednesday seems to be a much better time than Thursday mornings – attendance has been good
- Received \$1,000 from Polk Burnett Operation Round-up
- Discussed new version of MORE catalog. Not going over well with patrons.

Annual Report

- Christine reviewed Report
- Motion was made by Debra McMahan and seconded by Patricia Mitchell to accept the Report. Roll call vote: Marci: yes, Debra: yes, Patricia: yes, John: yes, and Marie: yes. Motion passed.

Budget:

- Christine's and Al Bannink's end of year dollar amounts for all Budgets match.
- Christine presented a revised 2020-2021 ACT 150 Budget
- Motion was made by John Hazen and seconded by Debra McMahan to accept Budget. Roll call vote: Marci: yes, Debra: yes, Patricia: yes, John: yes, and Marie: yes. Motion passed.
- Bobbi Swanson would like to resign. Christine presented a new part-time employee job description. Motion was made by Marie Bannink and seconded by

- Marci Meyer to accept the job description. Motion passed. Job will be posted for 3 weeks and hopefully will get some good applicants.
- Possibility of hiring out social media responsibilities since this is not a comfortable area for Christine and is very time consuming. Christine's time is better spent elsewhere. A decision will be made after interviewing applicants for the part-time position.

Adjourn: Next meeting is March 3rd. Motion was made by Marci Meyer and seconded by Patricia Mitchell to adjourn. Meeting adjourned at 6:03 pm.