

**NORELIUS COMMUNITY LIBRARY
BOARD OF TRUSTEES REGULAR MEETING
OCTOBER 24th, 2003**

Library Mission Statement:

The Norelius Community Library provides a center where residents in our diverse community may obtain information, resources, education, and recreation through a full range of library services.

Minutes

Call Meeting to Order-

Roll Call – Phipps, Peterson, Hough, Bruce, Kennedy, Director Walley

- I. Welcome to new Trustee:** Sandy Kennedy who is filling the trustee vacancy left with Jennifer Zupp-Smith stepping down
- II. Agenda Approval** — moved by Hough, seconded by Peterson. Motion carried
- III. Approve Minutes of Previous Meetings — Regular meeting (9/26/23) & Special meeting (10/11/23)** moved by Hough, seconded by Bruce. Motion carried.
- IV. Public Forum Denison Library Friends**
Guests — JoAnn Sachau and Dustin Durban from Friends of the Library, Mayor Soseman
Discussion of Friends Christmas Sale and pending meeting with new city manager Jessica Garcia.
- V. Trustee Training-**Sandy Velasquez has sent us links that can be opened weekly by trustees.
- VI. Correspondence-** Thank you notes to Wayne & Kay Rydberg for their annual donation
- VII. All trustees signed approval of bills.**
- VIII. Director's Report –** Director Walley reported that defibrillators will now be installed following the completion of staff development training in October. The Carnegie room carpets were cleaned by J & P Carpet Cleaning on October 17-18. They will be cleaned again in the spring. Monica is waiting for Carroll Glass to inspect the leaky windows. The Donna Reed Foundation is interested in establishing a relationship with the library. The exterior plants will have their labels removed and stored for reference. The new server has been ordered and installation is to be completed by March 2024. Rod Bradley will be on stand-by if problems occur with the old server. Library programs — Edgar Allen Poe by Duffy Hudson (10/24) and Trick or Treat in the Park (10/28), Friends of the Library Christmas Book and Bake Sale (11/17 & 11/18).

IX. Unfinished Business:

A. Patron Accounts — Unpaid fines dating back to 2003 total \$16,399.70. Moved by Peterson and seconded by Kennedy to survey five libraries of comparable size to learn what they have done about this problem. Motion carried.

X. New Business:

A. Committee Appointments-New Trustee — Sandy Kennedy was assigned Jennifer Zupp-Smith's committee assignments.

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| 1. Book & Policy | (Kennedy, Bock, Hough) |
| 2. Finance | (Bock, Phipps, Kennedy) |
| 3. Technology | (Phipps, Bruce, Kennedy) |
| 4. Facilities | (Peterson, Bock, Hough) |
| 5. Public Relations | (Peterson, Bruce, Hough) |

XI. Monthly Reports Reviewed

1. Library Accounts
2. Monthly Library Report - Circulation & Acquisitions/Collection

Next Board Meeting: November 28th, 2023 @ 5:15 pm