

## December 6, 2009 Port Library Board of Trustees Meeting Minutes

The Port Library Board of Trustees met Monday, December 7, 2009 at 5:30 PM for their regularly scheduled meeting. Chairman Rick Larson called the meeting to order at 5:30 PM. **Present** were Rick Larson, Kitty Wagner, Verlin Kohlman, and Mike Wilkison, Carol Porter, Director Pat Heidrick, and Youth Services librarian Rachel Malay. Verlin Kohlman moved that the **minutes** of the October 14th special meeting, and November 2nd regular meeting be accepted. Mike Wilkison seconded. The motion passed.

Mike Wilkison moved that the **financial report** be approved along with the paying of bills. Kitty Wagner seconded the motion. The motion passed.

### **Director's report:**

- Rachel Malay has been interviewing persons for the Youth Services position. She has one more to interview.
- November 18th Rachel attended a meeting on the Census activities. We have signed a contract with Mr. Wisniewski agreeing to furnish space for Census representatives to use in March and April, 2010.
- The new storm door has been installed with noticeable improvement.
- For the first week of December Rachel and her sister Kate wise hosted a workshop in the library on internet applications used during last summer's online teen summer library program.

The Story Port Fall 2009, and Traveling Story Port 2009 final reports were read.

### **New Business:**

Mike Wilkison moved the recommendation of the change of library holiday hours and closings as follows: closed December 24-26, 31-January 2nd for Christmas and New Year's; early closure at 6 PM on Monday, December 22nd and Monday, December 28th. Rick Larson seconded the motion and it passed.

The final distribution of the Topliff estate in the amount of \$11,823.82 has been made. Rick Larson moved the money be placed with Farmway Credit Union in the form of a certificate of deposit. Verlin Kohlman seconded and the motion passed.

Pat Heidrick reminded the board that April marks the end of Board terms. Mike Wilkison has served two terms and is not eligible for immediate reappointment. Rick Larson and Carol Porter will end their first terms and are eligible for reappointment. Appointment of new board members and election to Board offices occurs in May. Board members were aware of a few local citizens who may be interested in applying with the city.

Pat Heidrick presented a report totaling the monies available for a building project. As of the first of December, the library has collected just over \$1,000,000.00 (one million dollars). It was noted that the Professional Photographer's Color Corporation building is now for sale.

### **Old Business:**

Final plans were made for Pat's retirement reception Sunday, December 19th at 1:00 PM at the Guaranty State Bank community room.

The meeting **adjourned** at 6:26 PM. The next meeting of the Board of Trustees is Monday, January 4th at 5:30 PM.