

## **PORT LIBRARY MINUTES**

April 14, 2014

President Rick Larson called the meeting to order at 5:30 p.m., members present were Rick Larson, Craig Cousland, Verlin Kolman, Tori Bowers, John Highland, Keith Bottrel and librarian Rachal Malay.

The minutes were reviewed as written, they were approved by consent.

President Rick reported he had contacted the mayor concerning parking. They were in agreement that the law enforcement center parking lot should be a high priority, but pressure would have to be maintained.

Rachal presented the financial reports, noting a refund from CKL for \$450.00 due to dual membership in Sunflower Consortium e-book platform provider. The rest of the financial reports and bills to be paid were in order.

Rachal present the directors report, noting the Friends of the Library had met and planed selling books at the Farmers market as a money making activity; minutes will be presented when received. Evening Circulation Assistant Brad Wagner had quit, citing family duties. The position will be filled in the near future. The ELMeR conference equipment received from CKL remains inoperable, due to technical difficulties. We look forward to using this system for area training and exchange of ideas. The library hosted a CKL statistic skills workshop on the 18<sup>th</sup>, this is necessary to receive grants. The monthly reports show this is a Beloit strength. The enclosing of the display area is nearing completion by Mr. Underhill. The month of May will bring the ending to Story Port, a program highlighting the cookbooks of Port Library and hiring a new evening circulation Assistant. Rachal will be attending state forensics on May 1<sup>st</sup> and serving as a judge at National Catholic Forensics Grand National in Chicago from May 22-27.

John made a motion to accept the financial report, accept the Directors report and pay the bills, seconded by Craig: the motion carried 6-0.

### **OLD BUSINESS**

The purchase of a panic call system Panic system was dropped, due to lacking a recommendation from the director.

### **NEW BUSINESS**

Keith presented information concerning Library Insurance, showing coverage areas and premiums. A discussion followed, highlighting what was the interpretation of who was responsible for the coverage of tenant's improvement and betterment of the building. The contract states they become the property of the city on completion, thus not insurable by the library.

Verlin made a motion to inquire what coverage the city had on the building, prior to determining board action, seconded by Tori: the motion carried 6-0. Verlin will make this request from the city, the results may require a special meeting to clarify action.

### **OTHER BUSINESS**

CKL is seeking individuals to serve on Executive Committee, if interested contact Rachal.

**The Library Board thanks outgoing members Craig Cousland, Rick Larson and Connie Kopsa for their service and contribution to building a New Library.**

**Chairman Rick adjourned the meeting at 6:20.p.m.**

**NEXT MEETING: Monday, May 12 at 5:30 p.m.**