

Port Library
Board of Trustees Regular Meeting Minutes
January 4, 2010

The Port Library Board of Trustees met Monday January 4, 2010. **Present** were Verlin Holman, Sally Williams, Kitty Wagner, Mike Wilkison, Carol Porter, Chairman Rick Larson and Director Rachel Malay. Craig Cousland was also in attendance. Rick Larson called the meeting to order at 5:35 PM.

Congratulations were extended to Rachel on the completion of her degree work for a Master's Degree in Library and Information Sciences. Carol Porter informed the board she would not be present at the next regular meeting as she would be on vacation in Italy.

Minutes of the December 7, 2009 meeting were read. Kitty Wagner moved the minutes be approved. Verlin Kolman seconded. Motion passed.

The **financial reports** were presented. Sally Williams noted a typing error, which was corrected. Carol Porter moved for approval of the corrected financial reports. Mike Wilkison seconded. Motion passed.

Director's report: The library hosted a technology workshop December 1st. Fifteen librarians from the surrounding area, one from Clearwater and Chris and Kathy Rippel from CLKS attended. Kate Wise and Rachel Malay created and presented the material, including a resource website. The topic was "Online Teen Summer Library Program." The rotating book van made its regular stop December 3rd. From December 4th through December 18th the library was designated a drop-off location for food pantry items. Patrons with overdue books could leave items in lieu of paying fines. The library was closed early Monday, December 7th and closed all day December 8th and 9th due to inclement weather. The annual Children's Christmas Party was December 17th from 6:30 PM – 8:00 PM. We only had two children this year but they had a great time. There will be some re-thinking of the program. Anita Reiter was hired as our new Youth Services librarian and will begin work January 18th. Emily Jordan will be helping with circulation assistant duties before she heads back to college. Rachel and her sister Kate will be doing a presentation on the "Teen Online Summer Library Program at the 2010 KLA conference in Wichita in April. The Retirement reception for Pat Heidrick went well.

Old business: Linda Duntz resigned her position on the Board of Trustees effective as of December 31st. Rick Larson recommended the position be filled in May with the new board positions, as Linda's term would not be done until 2011. Rick also volunteered to call Mayor Becky Koster to see the status of applicants for board positions. The board discussed a new building. Verlin Kolman said need more support and education of what a new library means to Beloit and can do for it, and the board agreed. Rick is looking into getting core samples of the site done to get some questions answered. In the mean time, Mike Wilkison, Rick Larson, and Verlin Kolman agreed they could schedule a time to tour the old Color Corporation building to make an informed decision on that location.

New business: We need new signatures on the bank accounts at 1st National and Guaranty. The board agreed to sign the paperwork after the meeting. Rick Larson brought to everyone's attention that to change signatures at 1st National, a resolution would need to be passed by the board. Kitty Wagner moved that a resolution be passed allowing Rachel Malay, Rick Larson, Sally Williams, and Carol Porter to have the responsibility of signing checks for the Port Library. Mike Wilkison seconded. The resolution passed.

Verlin Kolman moved that the meeting **adjourn**. Mike Wilkison seconded. Motion passed. Meeting adjourned at 6:05 PM.

Chairman of the Board

Acting Secretary

Post-script: January 15th at 10 am, Rick Larson, Mike Wilkison, Kitty Wagner, Verlin Kolman, and Rachel Malay toured the Professional Photographer's Color Corporation building, located at the south end of Beloit on Hwy. 14 as a possible new library site. The tour of the building lasted until approximately 11:30. It was noted that the building was over 30 thousand square feet on three levels and that an elevator was present. Those on the tour also noticed a few roof leaks, and some areas of question on the west foundation walls. No official opinion of the site has been offered at this time.