

Port Library Board of Trustees
May 4, 2009
Minutes

The Port Library Board of Trustees met May 4, 2009. Chairperson Rick Larson Called the meeting to order at 5:30 p.m. Present were Rick Larson, Carol Porter, Sally Williams, Kitty Wagner, Youth services Librarian Rachel Malay and Adult Services Librarian Marla Evert. We are pleased to welcome Sally Williams to the Board of Trustees. Linda Duntz joined us at 5:34 p.m. Councilor Craig Cousland and Janice Bassford also attended the meeting.

Minutes from the April 6, 2009 meeting were reviewed. Carol Porter made a motion to approve the minutes as read. Kitty Wagner seconded the motion. Motion passed.

The Financial report was reviewed. Adult Services Librarian Marla Evert worked up the financial reports. Carol Porter made a motion to approve the financial report and pay all bills. Linda Duntz seconded the motion. Motion passed.

Director's Report:

Trustees reviewed the Director's report. In the absence of Director Pat Heidrick, Rachel Malay and Marla Evert gave us a brief synopsis of Library happenings.

-Rachel attended a one day graduate class in Manhattan.

-Rotating Book van, nearly 300 items were rotated.

-National Library Week (April 13th -18th) was celebrated. A drawing was held for various book sets. There was a scavenger hunt and children's crafts.

-Rachel attended rescheduled Summer Library Program in Great Bend.

-Last Story Port of the semester was April 21st.

-Marla attended genealogy database workshop in Minneapolis.

-CKLS workshop, at the Port Library, taught librarians how to make promotional "Read" posters from digital photos using Photoshop elements. Rachel and Marla attended the workshop.

-May 1st - Marla proctored two tests for college students.

-Rachel will be visiting Beloit Elementary School the week of May 11th to promote the Summer Library Program. This year's themes for young independent readers are "BE CREATIVE" and "EXPRESS YOURSELF" for teens. An at-home pre-readers program is also available.

Registration for the Summer Library program is May 18th to May 30th.

-Rachel gave us the final report on the 2009 Spring Story Port.

Old Business:

Trustees reviewed the Charter Ordinance #9 information. Rick Larson and Mike Wilkison met with Beloit City Attorney Harry Gantenbein. Mr Gantenbein recommended we get on the City Council agenda, possibly May 19th.

Rick Larson provided wage informational handouts from State Library resources for Trustees.

Rick Larson has information from CKLS with guidelines to help in our search for a new Library Director.

A search committee will set up guidelines, questions and interview prospective applicants for the position of Library Director.

A further discussion will be held at our June meeting on wages and the Director 's position search committee.

New Business:

Election of Officers:

Chairperson - Rick Larson

Motion made by Linda Duntz, second by Sally Williams, motion passed.

Vice Chairperson - Mike Wilkison

Motion made by Kitty Wagner, second by Linda Duntz, motion passed.

Secretary - Carol Porter

Motion made by Linda Duntz second by Sally Williams, motion passed.

Treasurer - Sally Williams

Motion made by Kitty Wagner, second by Carol Porter, motion passed.

A motion to adjourn the meeting was made by Rick Larson. Linda Duntz seconded the motion. Motion passed. Meeting was adjourned at 6:05 p.m.

Our next meeting is June 8th at 5:30 p.m.