

## August 20, 2019 Lyons Public Library Board of Trustees Meeting

The meeting was called to order at 7:05 p.m. Present were, Joan Wallis, Gary Bennett, Scott Bailey, Penny Tweedie, Jim Frind and Theresa Streb. Excused were Marianne Stephan, Matt Owen,

**Treasurer's Report:** As of July 31 we had \$64,165.63 in operating savings, \$11,492.54 in operating checking, \$10,453.06 in payroll checking, \$11,524.19 in capital savings, as well as \$83,704.14 in Community Bank.

**Circulation Report:** Circulation for the month of July 2019 was 2638 (1281 ILLs sent) with 167 eBooks for a grand total of 4086 items circulating. Computer use for the month was 334. We had 30 new cards issued and 302 wireless users. Circulation for the month of July 2018 was 2929 (1272 ILLs sent) with 170 eBooks for a grand total of 4371 items circulating. Computer use for the month was 563. We had 31 new cards and 422 wireless users.

**Motion:** Jim Frind moved to accept July minutes. Gary Bennett seconded. Carried.

**Bookkeeping:** Theresa reported on the progress of taking over bookkeeping duties from Lew Ellwanger. She has been through a training course on retirement reports. She will correct the number of staff that needs to be reported.

**Pest Control:** The board reviewed a proposal from Town and Country Pest Solutions for quarterly bedbug inspections. The contract is for \$3,000 yearly for quarterly inspection.

**Motion:** Jim Frind moved to accept the Town and Country Pest Solutions proposal with the stipulation that the library be billed quarterly. Penny Tweedie seconded. Carried. Theresa will verify that the contract includes previous service this year.

**Motion:** Jim Frind moved to pay the August bills. Scott Baily seconded. Carried.

**Library Conference:** Theresa will not be going to the Association for Rural and Small Libraries Conference in September. She will try to get a refund on the registration fee. She is requesting September 4-6 as vacations days.

**Meals on Wheels:** The library has become a temporary drop-off for the program because the Community Center is closed for two weeks. The library might become a permanent drop-off if all goes well.

**Policies Online:** Theresa is looking at which library policies are online and which need to be. They should be accompanied by the last date each policy was updated.

**Library Fundraising Committee:** So far the committee outside of board members includes

Tabitha Fosdick, Suzy Phillips, Jim Brady. Theresa is looking for a Lyons National Bank staff member to fill a spot.

**Amazon Smile:** Jim Frind suggested that information on the Amazon Smile program be included in each check-out receipt to spread word of the program, which benefits the library.

The meeting was adjourned at 7:50 p.m.

The next board meeting is September 17, 2019 at 7:00 p.m.

Respectfully submitted,  
Joan Wallis