

**LINCOLN LIBRARY BOARD OF TRUSTEES BOARD MEETING
MAY 6, 2015
LINCOLN LIBRARY**

Board Present: Davida Fanniel, Larry Harvell, Arden Lang, Marty Ryan, President; Anthony Schuering, Secretary/Treasurer; Stuart Shiffman; Katherine Starks Lawrence.

Board Absent: Jennifer Hammer, Vice-President.

Staff Present: Jeff Blazis, Fiscal Officer; Nancy Huntley, Director; Lois Morse, Assistant Director.

Public Present: None.

President Ryan called the meeting to order at 11:30 a.m.

INTRODUCTIONS: None.

MINUTES: Mr. Shiffman made a motion to approve the February 2015 Board minutes. Mr. Ryan seconded the motion. The motion carried.

FINANCIAL REPORT & BILL LIST: The February and March 2015 financial report and bill list were briefly reviewed. It was noted that in the FY16 budget, online subscriptions increased to \$35,000, while the book budget decreased to \$400,000.

DIRECTOR'S REPORT:

Staff Institute – The annual Staff Institute, a day of continuing education, is scheduled for Friday, May 15, 2015. The library will be closed to the public. The day will include, staff awards (presented by Mayor Langfelder), a review of emergency procedures, presentation on communication skills and team building activities. Board members interested in attending the day should contact Kim Hergett of Nancy Huntley.

(Davida Fanniel arrived at 11:36 a.m.)

Statistics – Circulation statistics show a decrease in checkouts during FY2015; however, e-checkouts have increased.

Strategic Planning Committee – Ms. Starks-Lawrence reported the Strategic Planning Committee met in late April. The response from the community stakeholders' letter was low; thus the committee is looking into creating an online survey to gather the desired information. The committee is scheduled to meet again on May 20, 2015.

Summer Reading Program – "Read to the Rhythm," the summer reading program for kids, teens and adults will kick-off on Saturday, May 30, 2015.

Lincoln Funeral Re-enactment – In participation of the 150th anniversary commemoration of President Lincoln's funeral re-enactment (May 1-3, 2015), an exhibit of 1865 newspaper articles are on display in the lobby and photos are in the Capitol Street windows.

FRIENDS OF LINCOLN LIBRARY: Mr. Shiffman reported the Friends' are preparing for the annual summer book sale, scheduled for June 12 and 13, 2015. Help with sorting is not needed, but volunteers are being sought to work the sale days, especially late in the afternoon on both days. Donations are accepted year-

round. Currently, the supply of audio-visual and children's items is small.

UNFINISHED BUSINESS:

Circulation Policy – Ms. Starks-Lawrence made a motion to the table the Circulation Policy until Mayor-Elect Langfelder and his staff could review the policy. The motion carried following a second by Mr. Shiffman.

Personal Possession Policy – Changes to the personal possession policy were of a clarification nature; thus, it was approved following a motion by Mr. Shiffman and a second by Mr. Schuering.

NEW BUSINESS: None.

PUBLIC FORUM: None.

EXECUTIVE SESSION: None.

ADJOURNMENT: The meeting adjourned at 11:49 a.m.

Submitted By Kim Hergett