2019-122 Approval of Agenda

Upon motion by Marroquin, 2nd by Barry, the agenda was approved at 4:06 p.m.

2019-123 Consent Agenda

Upon a motion by Dewey, 2nd by VanAllsburg, the consent agenda items were approved.

2019-124 Budget Performance Report

Assistant Director Cook presented reports on the budget through November 30, 2019.

2019-125 DIRECTOR’S REPORT: December 2019

1. Staffing: Allison Vanden Bos-Hipskind has accepted the cataloging library assistant position in CDR and will start in the New Year.

2. Naturalization ceremonies took place on both December 6 and 13. This year, our first of naturalization ceremonies, we have hosted 7 days of ceremonies with two ceremonies on each date. Approximately 940 people have become citizens here.

3. North Branch/Building update. We have had our last meeting with the building committee on the design of the building. Special thanks to the entire committee for the extra hours spent on the project this year. GDK will be sending out request for bids in early January and hopefully will bring some quotes to the board for approval in January.

4. Apothecary Gift Shop has given us a donation of $1000 for use of imaginative play items for the children’s room. The youth services team has selected new baby play, developmental toys, puppets, trucks trains and vehicles, play shopping and play food and more. This is one of the most well-used sections of the youth services department and the new items are much appreciated. The gift notification will come next month.

5. Carousel refresh by Joel Schoon-Tanis is finished.

6. Library of Things has officially launched. Items may be reserved for a specific time period. The Light Therapy Lamp has been one of the most popular item in the collection so far with bookings out to the end of April.

7. Census Complete Count – several area municipalities and non-profits agencies are working together with the MACC to get a complete census count. The library will work with the census and be an access point for people to complete their census forms. More information will be coming soon.

2019-126 President/Trustee Comments

President Kleinheksel commented on the success of Groundworks and the excitement of the renovations happening on the lower level.
2019-127  Committee Reports

Building Committee met on December 12, 2019, regularly scheduled meeting is on March 12, 2020; Finance Committee next meeting is on February 13, 2020; Policy/Personnel next meeting is January 9, 2020.

2019-128  Auditorium Lighting and AV Vendor Recommendation

Upon a motion by Barry, 2nd by Marroquin, a motion passed to approve Town and Country as the vendor for a lighting refresh in the auditorium.

2019-129  Authorization for Temporary Relocation of the North Branch During Renovation

Upon a motion by Dewey, 2nd by Barry, a motion passed to temporarily relocate the North Branch to the Shops at Westshore during the renovation of the library at a monthly lease of $1,000 per month.

2019-130  Budget Amendment for Relocation Expenses

Upon a motion by Barry, 2nd by Dewey, a motion passed setting a budget not to exceed $110,000 for expenses related to the North Branch temporary relocation.

2019-131  Gifts

The board reviewed the gifts given to the library in the previous month.

2019-132  Adjournment

Upon a motion by Barry, the meeting adjourned at 5:05 p.m.

Submitted by Sara DeVries, Community Relations Manager, Board Clerk