

Minutes
Converse County Library Board of Trustees
Meeting of December 16, 2013

Present: Scott Barber (teleconference), Jeremy Matter, Bob Lindmier, David Harned, Karen Werner, Director Karen Hopkins

Observer: Branch Manager Paul Pidde, Sara Doyle – CCL PR & IM, Jeff Bond – Hein | Bond Architects, Brian Ames - WPA

Call to Order: President Barber called the regular monthly meeting of the Converse County Library Board of Trustees to order at 4:43PM, on Monday, December 16, 2013 at the Converse County Library in Douglas.

Consent Agenda Approval: Matter moved that the consent agenda be approved as presented. Harned seconded the motion. Motion carried.

Reports:

- Financial: Reports were reviewed. Harned moved that the financial reports be accepted as presented. Lindmier seconded the motion. Motion carried.
- Director: Hopkins briefly went over the Director Report.
- Foundation: Pidde briefed the Board on the short Foundation meeting of December 2, 2013. Only topic of discussion was how to invest Endowment Challenge funds held locally. Sufficient funds available to process for a matching 2 for 1 amount from the State. Bookkeeper will be processing that paperwork.

Building Project:

- Jeff Bond of Hein | Bond and Brian Ames of WPA discussed the differences, pro & con, of standard HVAC systems and the VRV system. Consensus of the Board is to have the architect move ahead with the VRV style of heating/cooling system. Matter moved that Hopkins approach the Owners Rep for a 1 – 2 month delay in the library building schedule to explore design approaches that may have significant long term cost savings for the libraries. Lindmier seconded the motion. Motion carried.

Unfinished Business:

- Raises/Bonuses: Lindmier moved that a bonus of \$100.00 plus 2% of gross yearly salary be awarded to all employees. Matter seconded the motion. Motion carried. Lindmier commented on tying future bonuses to job performance.

New Business:

- Public Library Association Conference: Hopkins informed the Board of the upcoming PLA bi-annual conference in Indianapolis, IN March 11-15, 2014. Early bird registration is due by January 10, 2014.

- Library pro-activity:
 - Reaching out more to community:
 - Laptops to go
 - Boys & Girls Club activities
 - Senior Center activities
 - Local heritage room
 - Lindmier's father's papers of historical/local/genealogical interest
 - "Selling" furniture/equipment for donations
 - Shelving
 - Chairs/tables
 - Computers/scanners/etc.
 - Ongoing training
 - Monthly or quarterly staff training, possibly closing the libraries for a half or full day to facilitate the training

Announcements:

- Libraries Closed: December 24 & 25, 2013 and January 1, 2014

Next Meeting: Monday, January 13, 2014 at the Converse County Library in Douglas at 4:30 PM

There being no further business to bring before the Board, the meeting was adjourned at 8:21 PM.