

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES

AGENDA · THURSDAY JULY 6, 2017

5:30 PM

All meetings of the Board are open to anyone who may wish to observe the proceedings. Members of the public who wish to address the Board will be given the opportunity in the Public Forum, for which time will always be designated in the agenda. Please alert the library director.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. MINUTES

4. PUBLIC FORUM

5. CORRESPONDENCE

- a. Memorial Notices and Thanks

6. FINANCIAL STATEMENT

7. CLAIMS

8. GRANTS

9. OLD BUSINESS

- a. MakerSpace & Meeting Room Policies

10. NEW BUSINESS

11. REPORTS: Director's Report attached.

12. ADJOURNMENT

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES

AGENDA · THURSDAY AUGUST 3, 2017

5:30 PM

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1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. MINUTES

4. PUBLIC FORUM

5. CORRESPONDENCE

- a. Memorial Notices and Thanks

6. FINANCIAL STATEMENT

7. CLAIMS

8. GRANTS

- a. Final Report to SCICF \$4,000 Collection Items
- b. Grant Application to Vredenburg Foundation \$15,000 for new Nonfiction Shelving and Nonfiction Books

9. OLD BUSINESS

- a. MakerSpace Policy

10. NEW BUSINESS

- a. Trailhead Enterprises bid to replace the Front Door \$4,325

11. REPORTS: Director's Report attached.

12. ADJOURNMENT

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES

AGENDA · THURSDAY September 7, 2017

5:30 PM

All meetings of the Board are open to anyone who may wish to observe the proceedings. Members of the public who wish to address the Board will be given the opportunity in the Public Forum, for which time will always be designated in the agenda. Please alert the library director.

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. MINUTES
4. PUBLIC FORUM
5. CORRESPONDENCE
6. FINANCIAL STATEMENT
7. CLAIMS
8. GRANTS
9. OLD BUSINESS
10. NEW BUSINESS
 - a. Genealogy Agreement & Rent
 - b. CD Investments

11. REPORTS: Director's Report attached.

12. ADJOURNMENT

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY OCTOBER 5, 2017
5:30 PM

All meetings of the Board are open to anyone who may wish to observe the proceedings. Members of the public who wish to address the Board will be given the opportunity in the Public Forum, for which time will always be designated in the agenda. Please alert the library director.

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. MINUTES
4. PUBLIC FORUM
5. CORRESPONDENCE
6. FINANCIAL STATEMENT

7. CLAIMS
8. GRANTS
9. OLD BUSINESS
 - a. Genealogy Agreement

10. NEW BUSINESS

11. REPORTS: Director's Report attached.

12. ADJOURNMENT

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY NOVEMBER 2, 2017
5:30 PM

All meetings of the Board are open to anyone who may wish to observe the proceedings. Members of the public who wish to address the Board will be given the opportunity in the Public Forum, for which time will always be designated in the agenda. Please alert the library director.

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. MINUTES
4. PUBLIC FORUM
5. CORRESPONDENCE
 - a. Library Foundation Donation – BRIDGES annual subscription
6. FINANCIAL STATEMENT
7. CLAIMS
8. GRANTS
 - a. Johnson Foundation Application – Funds for Fiction, Audiobooks & DVDs
9. OLD BUSINESS
 - a. Holiday Celebrations
10. NEW BUSINESS

- a. Election of Officers
- b. Mediacom Service Speed
- c. Library Budget
- d. Library Hours

11. REPORTS: Director's Report attached.

12. ADJOURNMENT

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY DECEMBER 7, 2017
5:30 PM

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- 1. CALL TO ORDER
- 2. ADOPTION OF AGENDA
- 3. MINUTES
- 4. PUBLIC FORUM
- 5. CORRESPONDENCE
- 6. FINANCIAL STATEMENT
- 7. CLAIMS
- 8. GRANTS
- 9. OLD BUSINESS

- a.

10. NEW BUSINESS

- a. 2018 CALENDAR

11. REPORTS: Director's Report attached.

12. ADJOURNMENT

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY JANUARY 4, 2018
5:30 PM

All meetings of the Board are open to anyone who may wish to observe the proceedings. Members of the public who wish to address the Board will be given the opportunity in the Public Forum, for which time will always be designated in the agenda. Please alert the library director.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. MINUTES

4. PUBLIC FORUM

5. CORRESPONDENCE

a. Invitation to FY2019 Budget Presentation to City Council on January 8, 2018

6. FINANCIAL STATEMENT

7. CLAIMS

8. GRANTS

9. OLD BUSINESS

a. Library Funding

10. NEW BUSINESS

a. 2018 CALENDAR

b. Director Evaluation

c. City Presentation

11. REPORTS: Director's Report attached.

12. ADJOURNMENT

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY FEBRUARY 1, 2018
5:30 PM

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1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. MINUTES
4. PUBLIC FORUM
5. CORRESPONDENCE
6. FINANCIAL STATEMENT
7. CLAIMS
8. GRANTS
 - a. SCICF Grant Application
 - b. Request Letter to Coons Foundation
9. OLD BUSINESS
 - a. Director Evaluation
10. NEW BUSINESS
 - a. Suspended Fixture and EXIT Light Replacements
11. REPORTS: Director's Report attached.
12. ADJOURNMENT

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY MARCH 1, 2018
5:30 PM

All meetings of the Board are open to anyone who may wish to observe the proceedings. Members of the public who wish to address the Board will be given the opportunity in the Public Forum, for which time will always be designated in the agenda. Please alert the library director.

1. CALL TO ORDER
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6. FINANCIAL STATEMENT
7. CLAIMS
8. GRANTS
9. OLD BUSINESS

- a. Director Evaluation

10. NEW BUSINESS

- a. Chariton Newspaper Building/Greenspace
 - b. Building Security System Upgrade/Replacement & New Security Company
 - c. Budget Amendment (Electrical Work, Replacement of Security System)
Waiting on bid(s) to replace our Security System.
This will necessitate an amendment to the existing FY2018 budget & transfer of bequest \$.
So far we've spent this much on the lighting upgrades & problems with the dated HVAC.
Would also be nice if we could finally get someone to do the other projects around the building.

CPL Petty Cash (Electrical hardware)	006 - 410 - 6310	\$149.55
Johansen P&H (AC Repair)	006 - 410 - 6310	\$280.15
Johansen P&H (Heater Fan & Drinking Fount.)	006 - 410 - 6310	\$385.08
Van Meter Inc. (bulbs, ballasts, fixture, batteries, exit lights)	006 - 410 - 6310	\$2,294.08
Michaels Electrical (Display Case Lights, New 120 v Outlets in west wall of office, Ballasts & Lamps for suspended fixtures on main floor)	006 - 410 - 6505	\$3,975.00
CPL Petty Cash (LIGHT FIXTURE BITS)	006 - 410 - 6310	\$195.19
		\$7,279.05

11. REPORTS: Director's Report attached.

12. ADJOURNMENT

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY APRIL 5, 2018
5:30 PM

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1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. MINUTES
4. PUBLIC FORUM
5. CORRESPONDENCE
 - a. Enrich Iowa Agreement Letter (Interlibrary Loan & Open Access Agreement)
 - b. Thank You from Inter-Church Council Food Pantry
6. FINANCIAL STATEMENT
7. CLAIMS
8. GRANTS
 - a. SCICF awarded \$4,000 for collection purchases (Award Ceremony Pin Oak Marsh 4/16/18 5:30)
9. OLD BUSINESS
 - a. Director Evaluation
 - b. Amendment of FY2018 Budget & Transfer of Invested Bequest Funds Request

Having added up the funds already spent on the Lighting Repair & Upgrades, including this month's expenditures, and considering what we will likely continue to spend on the project, as well as the Security System Repair & Upgrade, I speculate we will exceed our projected FY18 budget by possibly \$30,700. (Lighting \$19,000) (Security \$11,700).

10. NEW BUSINESS
 - a. Quote for additional New Light Fixtures

11. REPORTS: Director's Report attached.

12. ADJOURNMENT

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY MAY 3, 2018
5:30 PM

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1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. MINUTES
4. PUBLIC FORUM
5. CORRESPONDENCE

- a. Coons Foundation Donation
- b. BRIDGES Agreement Letter
- 6. FINANCIAL STATEMENT
- 7. CLAIMS
- 8. GRANTS none

9. OLD BUSINESS

- a.

10. NEW BUSINESS

- a. Quotes for Security System

11. REPORTS: Director's Report attached.

12. ADJOURNMENT

CHARITON PUBLIC LIBRARY BOARD OF TRUSTEES
AGENDA · THURSDAY JUNE 7, 2018
5:30 PM

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- 3. MINUTES
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- 5. CORRESPONDENCE
- 6. FINANCIAL STATEMENT
- 7. CLAIMS
- 8. GRANTS none

9. OLD BUSINESS

- a.

10. NEW BUSINESS

- a. Quotes for Security System

11. REPORTS: Director's Report attached.

12. ADJOURNMENT