

Albany Joint Library Board Albany Joint Library Board Minutes
Tuesday, April 3, 2018

The Albany Library Joint Library Board met at the Albertson Memorial Library. President Robb Spangler called the meeting to order at 6:30 p.m. Present were Robb Spangler, Sue Dunphy (arrived at 6:36), Julie Cousin, Angela Janes, Roald Henderson, and Melissa Everson. Also present was Kara Blue, Library Director. Eileen Althaus was absent

Proof of posting was verified.

Minutes were reviewed and approved as presented.

Treasurer's report was given. \$24,383.33 in checking; \$12,719.11 in CD with a maturity date of 3/7/2018; \$25,000 in maintenance fund. CD was renewed for 18 months at a rate of 1.5%. Current overall fund balance \$155,381.73. Discussion ensued concerning terminology used in monthly treasurer's report. Kara explained her reasoning. Motion by Julie to approve; seconded by Angie. Carried.

Old Business:

a. SCLS Network/PC Support

- Roald and Sue had sent questions to Kara and Eileen expressed her thoughts via email to Robb.
- Currently paying \$55 for internet services
- Pros and cons for TDS, Litewire, and SCLS discussed according to Kara's handout
- Kara proposed all review and evaluate handout information. She will contact David Bikowski at school and with CHK for upgrade in service with Windows updates.
- Considering moving email to gmail
- Noted that TDS deadline is July so general consensus for now is to delete SCLS from possible options; Tabled

b. Strategic Planning Update

- All in attendance at March 29, 2018 meeting; Roald will email outline
- Kara will doodle poll for April meeting

c. Facilities Update

- Shades are commercial grade with 15-20 year life; installation costs are included and cleaning easy
- Dollies for chairs ordered and have arrived
- Front door installation information requested

d. Personnel Manual

- Kara drafted and Robb and Sue reviewed; will be forwarded on to remaining board members
- Tabled until May for approval

New Business

- a. Library staff in-service
 - Removed from the agenda

Librarian's report for March was presented by Kara and reviewed.

Bills were approved. Motion made by Roald; seconded by Sue; carried

The next meeting date – May 10, 2018 at 6:30 p.m.

June 5, 2018 at 6:30 p.m.

July 12, 2018 at 6:30 p.m.

Motion to adjourn at 8:02 p.m. by Roald; seconded by Julie. Adjourned.

Respectfully submitted by:
Melissa Everson, Secretary
Albany Joint Library Board