

December, 2014 Garden City Library Board of Directors Meeting Minutes

The Garden City Library Board of Directors held its regularly scheduled meeting on Wednesday, December 10, 2014 at 1:05 p.m. in the Garden City Library located at 69 N. Paradise Parkway, Building A. The meeting was called to order by Kathie Anderson, Chairperson. Board members present were Elaine Negus, Secretary, Cathie Rasmussen, Librarian, Doris Mellor, Kathryn Warner, Vice Chair, Bob Peterson, and Sharai Hardinger. Cyndi Caldwell, and Chuck Stocking were excused. Carmen Madsen, new board member for 2015 was also in attendance. Marcia Solum, new board member for 2015 was excused.

The November minutes were read and approved unanimously with several noted spelling changes. Doris Mellor made the motion to approve the minutes and it was seconded by Kathie Anderson.

There was one volunteer in the Library in November with 3 hours of service. The total patrons for the month was 306. One hundred thirteen of those were children. There was one new non-resident cardholder. Items circulated in November was 598. Cash deposited in November was \$219.40. \$18.50 came from book sales and \$20 from the donated pictures as a fund raiser.

Several vouchers were approved and signed.

Cathie R. will move forward to obtain the credit card machine. The receipt printer is broken and needs to be replaced. It will cost about \$490 to purchase another one that is compliant with the Follett system. It was unanimously voted to buy one from Follett instead of a cheaper one from another location. Follett will service one of theirs free of charge and may even replace it if need be. Cathie R. will use some of the donation money to buy the receipt printer.

Chuck Stocking is working on getting permission to have a virtual computer terminal for the Library. The guest computers would be able to work off of the virtual computer. When repairs need to be made or programs need to be updated, it would be quicker to do the work on the virtual computer and then automatically the others would have the same changes when turned on.

Gift cards as Christmas gifts for Cathie R. and Dawn B. was approved. Marcia Solum donated some Christmas decorations for the summer Rummage Sale. They need a storage place until time for the sale. Doris Mellor will take care putting them in storage.

Town and Country Real Estate found some old pictures from the community. Kathryn Warner, as Special Collections representative for the Library, looked at them and brought them to the Library. It was determined that they should hang on the wall in the Special Collections room. Sharie H. made the motion and Kathie A. seconded it. Cathie R. will send a "Thank You" note to Town and Country for the donation. Carmen M. said that her husband has an oil cloth map of the original cemetery plot layout. She will bring it next month to see if it is something that the Library would like to have in the Special Collections room.

The Library will be closed Christmas Eve, and New Years Eve this year. Kathie A. made the motion to accept this schedule. Kathryn W. seconded the motion. It passed unanimously. It was also determined that the Library hours stay as they presently are during the winter and summer months. Elaine N. made the motion to leave the hours as they now stand. Bob P. seconded the motion and the board approved the motion unanimously.

New Board Assignments will be made in the January, 2015 meeting. Bob P. will put up the January calendar in the Post Office.

Kathie A. requested that new 3 inch binders be purchased for the Board Members for the new year to hold the minutes, reports, and miscellaneous items.

Cathie R. would like the Library Holiday pay calendar to coincide with the City Holiday pay calendar. Currently, although the Librarians are city employees, they do not have the same pay calendar. Kathie A. will check on this item and report back.

Elaine Negus moved to adjourn the meeting at 2:00 p.m. Kathie Andersen seconded the motion. The meeting was adjourned.