

COLE LIBRARY BOARD OF TRUSTEES MINUTES
Tuesday, October 21, 2014

The Board of Trustees of the Russell D. Cole Library met on Tuesday, October 21, 2014.

Present: Deb George, Jackie Morrical, Cathy Boggs, Paul Waelchli, Sarah Benesh, Bob Meeker

- I. The meeting was called to order by Deb George at 8:35.
- II. Minutes of the September meeting were reviewed and approved.
Bob Meeker will serve as Secretary
- III. Reports/ongoing business.
 - A. President:
 - B. Public Librarian:
 1. Cathy will initiate a new program called, "BOOK BUDDIES". Its purpose is a day care delivery service designed to bring library materials to the children in day care homes. Once a month, Cathy will load a back pack with books for children 7 and under and take them to participating day care providers. There is no cost to the service but you will need a current Cole Library card. We will start with three back packs. Rationale: as winter approaches, it becomes increasingly difficult to get to the library.
 2. October 23rd- BOOK TALK at noon
 3. October 25th- Girl Scout Birthday party/open house with display of retro uniforms
 4. October 27th- Matinee Movie- "WORDS AND PICTURES"
 5. October 28th- Cat Crafternoons! Program & Knitting Night
 6. October 31st- Zombie DIY make-up
 - C. Librarian's Report
 1. Financial Report was distributed and reviewed. The Board had budgeted a 1% increase in salary for Cathy and Grace, but their salaries will increase by 2.5%. We should be able to accommodate the increase, depending on benefit adjustments.
 2. Copying and Printing: It was noted that it was hard to separate public and college printing costs.
 3. Early Voting Site: The library was the location of an early voting site on Thursday, Oct 16th from 11 to 5.
 4. The library is looking into a new service, "Flipster" a digital magazine. We may do a trail and consider the cost.
 5. Upcoming: Cathy's review will be this fall.
- IV. Major Business.

Budget Creation: we began to think about the general budget and suggested possible adjustments.

 1. We need to make the salaries reflect the 2.5% raise.
 2. Another idea was to list the staff's salaries and the staff's benefit costs separately.
 3. It was suggested we anticipate a 2% increase for the next fiscal year rather than the 1% used for last year's budget.
 4. We tossed around the idea of creating a "marketing" line item for Cathy to use to help reach people and to "show" our spending as a means to justify our goals. Ended by suggesting a \$500 increase to the ALL OTHER EXPENSES line.
 5. Reviewed and discussed the INCOMES from city, county and state.
 6. Also noted that donations are an income but cannot and should not be counted on as regular budgeted income.
 7. Generally agreed we will not ask the city for an increase in the budget this year.

The meeting adjourned at 9:50.

Bob Meeker