Board of Trustees

Regular Meeting – December 11th, 2018 – 7pm – Altoona Public Library

Minutes:

1. Call to Order
	1. The meeting was called to order by Amy Foust at 7:00 PM
	2. Board Members Present: A Foust, A Strum, L Miller, A Miller, M Hamilton
	3. Absent: T Bergman, A McRoberts
	4. Library Staff Present: Kim Kietzman, Amy Turgasen, Emily Linacre, Sheila Olson
2. Approval of the Agenda
	1. The agenda was approved with a motion by M Hamilton with a second by A Foust
3. Approve Minutes (November 2018)
	1. The November minutes were approved with a motion by L Miller with a second by A Miller
4. Approve Bills & Review Budget
	1. The November bills were approved with a motion by A Miller and a second by M Hamilton.
5. Public Comment
	1. None
6. Reports:
	1. Liaison – None
	2. Staff Reports – Kietzman discussed the November numbers and how the biggest increases are from digital. Next year internal spending will be realigned to reflect the change. Kim also discussed how the city is actively recruiting for an IT Manager and plans to add a tech to the team. Kim also presented the annual statistics to the Council at a meeting and had a good back and forth with questions and information.

Amy discussed the Adult programming for the month and also discussed planning for the new year. There are plans to offer some new programs including Survival Travel Spanish, Intro to beekeeping, and vision board creation. She is also looking into having more defensive training.

Emily Linacre discussed the Teen Services for the month of November. There were eight events with a total of 81 participants. She is looking into finishing up the year with a lock-in, a movie, and a 2 hour Out of the Box over the holiday break.

Sheila discussed the children’s services during November. Between the Literacy Night at Clay Elementary and the Sweet Storytime event at Over the Top, the month was very busy. One surprise success of the month was the Nail Art class. In addition, the gingerbread house program signed more than 100 people, which means December will also be a busy month.

1. Unfinished Business
	1. Budget – FY20
		1. The budget was approved by M Hamilton with a second by A Strum
	2. Friends Volunteering/Foundation Board was discussed
	3. 2019 Holidays and Hours were discussed
		1. The new hours and schedule was approved with a motion by L Miller and a second by M Hamilton
2. New Business
	1. The Facebook Grant request was approved with a motion by A Miller and a second by A Strum
	2. The Collection Development Policy was approved with a motion by M Hamilton and a second by L Miller
	3. Changes to the Circulation Policy Request was approved with a motion by A Miller and a second by A Strum
	4. Discussed the MOBIUS Full Ride Scholarship
3. Other Business
	1. Discussed the attendance letter that was sent out
4. Agenda items for the next meeting
	1. None
5. Next Meeting: January 8th, 2019 at 7:00 PM
6. Meeting was adjourned on a motion by A Strum with a second by M Hamilton