

**Irvin L. Young Memorial Library
Board of Trustees Regular Meeting
White Memorial Room**

Monday, January 12, 2009, 6:30 pm

Members present: John Bauer, Lynn Binnie, Laura Jacobs, Sharon Knight, Rose Mary Leaver (sec.), Absent: Patti Rohrs. Donna Nosek arrived at 6:50 p.m.

Administrative staff present: Stacey Lunsford, Sally Mason.

MINUTES OF THE MEETING

1. Vice-president Bauer called the meeting to order at 6:37 p.m.
2. The consent agenda was approved. Binnie/Knight. Ayes: Bauer, Jacobs, Knight, Binnie, Leaver. Noes: None.
3. Receipt of circulation and service reports for December 2008 was acknowledged. Binnie/Knight. Ayes: Bauer, Jacobs, Knight, Binnie, Leaver. Noes: None.
4. Receipt of circulation and service reports for FY2008 was acknowledged. Leaver/Binnie. Ayes: Bauer, Jacobs, Knight, Binnie, Leaver. Noes: None.
5. The treasurer's report for December 2008 was acknowledged. Leaver/Jacobs. Ayes: Bauer, Binnie, Knight, Nosek, Jacobs, Leaver. Noes: None.
6. Citizen input regarding matters not on agenda: None.
7. Old Business:
 - a) The final draft of the Staff Development Fund policy was approved. Leaver/Jacobs. Ayes: Bauer, Binnie, Knight, Nosek, Jacobs, Leaver. Noes: None.
 - b) The annual contract with Technology Assurance Corporation was approved. Binnie/Nosek. Ayes: Bauer, Jacobs, Knight, Binnie, Nosek, Leaver. Noes: None.
 - c) The 2009 goals and objectives were discussed and approved. Binnie/ Knight. Ayes: Bauer, Jacobs, Nosek, Knight, Binnie, Leaver. Noes: None.
8. New Business:
 - a) The director's evaluation will be discussed at meetings in February. Board members should turn in evaluations (included in January packet) to Sally Mason by February 2. The board will adjourn to closed session at the end of the February 9th meeting for discussion of the evaluations.
 - b) Discussion of repairs to the 407 West Center Street property. Binnie moved that the board authorize only those repairs to the building that are absolutely necessary, not to renew the lease for the second floor unit after the current lease agreement is up in May, and to have the city attorney clarify the legal requirements for relocation of the tenant if necessary. Binnie/ Nosek. Ayes: Bauer, Jacobs, Knight, Nosek, Binnie, Leaver. Noes: None.
 - c) Recognition of Catherine Collins' long service to the library upon her retirement: the board will send a letter of thanks.
 - d) The handicapped entrance mechanism on the south doors is defective and needs to be replaced. The board approved the bid for replacement at \$3090. Nosek/Binnie. Ayes: Bauer, Jacobs, Knight, Binnie, Nosek, Leaver. Noes: None.

9. Director's Report: Lunsford reported that Architect Rick McCarthy brought the next draft of the design plans for staff review on Monday, January 5. Because of staff retirements late in 2008 at the Department of Public Instruction, the due date (usually March 1) for libraries' annual reports may be postponed. The library cooperated with a Jefferson County community program to provide a month-long job shadowing opportunity for a young man who will possibly seek employment in a library. The program's focus is to help people with disabilities gain work skills and experience with the goal of eventually being able to apply for and get a job on a competitive basis rather than having to work in a sheltered workshop. Stacey noted finally that Monday, January 19 is the 200th anniversary of Edgar Allan Poe's birthday.
10. Board member requests for future agenda items: None.
11. The next regular board meeting is scheduled for February 9, 2009, 6:30 pm
12. The meeting was adjourned at 7:45 p.m. on a Knight/Nosek motion.