

**West Branch District Library
Board of Trustees Meeting
Monday, April 7, 2014**

Call to order at 6:32pm

Minutes of last meeting

Motion to accept Minutes of last meeting by Karen Michael, Second by Susan Smith. Motion carried.

Public Comments

None

Treasurer's Report

Discussion was had regarding the budgeted amount for auditing services was over due to additional costs billed by current auditor.

Motion to accept the Treasurer's Report by Karen Michael, Second by Lesli Cull-Kloostra. Motion carried.

Librarian's Report

On file

Old Business

Audit Proposals (tabled)

Motion to un-table by Karen Michael, Second by Lesli Cull-Kloostra. Motion carried.

Discussion was had regarding the proposals submitted by three firms:

James M. Anderson, P.C. – Lower than current firm

Weinlander Fitzhugh – Higher than current firm

Robertson Carpenter – Did not bid

Motion to move audit services to James M. Anderson, P.C. by Lou Winter, Second by Karen Michael. Motion carried.

Rural Libraries Conference Update

Terry Barnhart, Roberta Beck, Emily Boersen, Amy Winter and Andrew Sutherland will be attending all three days of the conference.

Due to limited staff, the library will open 1pm to 5pm Wednesday, April 30 – Friday May 2, 2014.

Sheldon Justice will be in town if assistance is needed during those hours.

New Business

Budget Amendments

Some line items on the budget are over due to unpredicted costs. Line items such as Equipment and Equipment Maintenance are over due to new microfilm scanner, elevator upgrades, a new handicap button.

Discussion was had about the current levels in the library's checking and savings account.

Rather than adjust line items it was suggested the library use funds from savings. The amount to move would be a total of \$17,300 broken down into line item 803 (\$800), line item 936 (\$3,500) and line item 996 (\$13,000).

Motion was made by Terry Barnhart. Second by Lesli Cull-Kloostra. Motion carried.

National Library Week

Monday, April 14th will kick off our National Library Week celebration and to kick it off, the library will be holding an Adult Reading Program to last 6 weeks, ending with a prize drawing.

E-rate Discussion

There was discussion about the potential of accepting E-rate funding for telecommunication services. The library would need to implement filtering software for internet services. Staff time to use the filtering software was also discussed. Andrew Sutherland was asked to check around about E-rate acceptance and the experience with others libraries and report at the next meeting.

Motion to adjourn by Karen Michael, Second by Lou Winter. Motion carried.