

**\*\*NOTICE OF PUBLIC MEETING\*\***

Governmental Body: Van Meter Public Library Board

Date: April 24, 2017

Time/Place: 6:30pm, Van Meter Public Library, 505 Grant St.

Our Mission: The mission of the Van Meter Public Library is to provide access to materials and services for the recreational and information needs of the public library customers.

1. Call to Order
2. Roll Call
3. Emergency Additions & Approval of Agenda
4. Consent Agenda
  - a. Minutes
  - b. Claims
  - c. Stats
  - d. Finances
5. Introductions
6. Discussion Items
  - a. Mayor Adams regarding facility planning
  - b. May library hours
7. Action Items
  - a. Possible action regarding library hours
8. Adjourn

Van Meter Public Library

Library Board Minutes – 3/27/17

The Van Meter Public Library Board met for a regular board meeting on Monday, March 27th, 2017 at the Van Meter Public Library.

President Backstrom called the meeting to order at 6:29 PM. Members present at roll call: Rachel Backstrom, Molly Maguire, Amanda Durflinger and Nancy Lacy. Absent: John Seefeld.

There were no emergency additions to the agenda. President Backstrom reviewed the Agenda. President Backstrom asked for a motion to approve the Agenda. Moved by Durflinger, supported by Lacy. Passed unanimously.

Present Backstrom reviewed the Consent Agenda and asked for a motion to approve the Consent Agenda. Moved by Lacy, seconded by Maguire. Passed unanimously.

Discussion Items:

a. Update on Director's Search: Hiring committee (Backstrom & Lacy) let the other trustees know that they were conducting semi-finalist interviews the evenings of 3/28/17 & 3/29/17 and would narrow the field to two finalists to meet the full board in the next couple of weeks.

Having no further business President Backstrom asked for a motion to adjourn. Moved by Lacy, supported by Durflinger. Passed unanimously.

Van Meter Public Library

Library Board Minutes – 4/13/17

The Van Meter Public Library Board met on Thursday, April 13th, 2017 at the Van Meter Public Library.

President Backstrom called the meeting to order at 5:57 PM. Members present at roll call: Rachel Backstrom, Molly Maguire, Amanda Durflinger and Nancy Lacy. Absent: John Seefeld. Also in attendance: Jake Anderson, City Administrator.

President Backstrom asked for a motion to approve the Agenda. Moved by Lacy, supported by Maguire. Passed unanimously.

Present Backstrom asked for a motion to begin closed session to conduct interviews with Director finalists and discuss candidates pursuant to Iowa Code 21.5(1)(i). Moved by Durflinger, supported by Maguire. Passed unanimously. Entered closed session at 5:58 PM.

After completing interviews and discussion of candidates, President Backstrom asked for a motion to end closed session. Moved by Lacy, supported by Durflinger. Passed unanimously. Exited closed session at 8:23 PM.

Per discussion, President Backstrom asked for a motion to approve Resolution of employment for Suzanne Lindaman. Moved by Maguire, supported by Lacy. Passed unanimously.

Having no further business President Backstrom asked for a motion to adjourn. Moved by Lacy, supported by Maguire. Passed unanimously. Adjourned at 8:27 PM.

CALENDAR 3/2017, FISCAL 9/2017

JNT TITLE	LAST MONTH END BALANCE	RECEIVED	DISBURSED	CHANGE IN LIABILITY	ENDING BALANCE
LIBRARY TRUST FUND	44,276.02	6,852.49	3,044.37	.00	48,084.14
Report Total	44,276.02	6,852.49	3,044.37	.00	48,084.14

CALENDAR 3/2017, FISCAL 9/2017

JNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
410-6010	WAGES - FULL TIME	40,000.00	1,620.78	26,884.49	67.21	13,115.51
410-6020	WAGES - PART TIME	10,500.00	752.88	7,440.90	70.87	3,059.10
410-6030	WAGES - SEASONAL/TEMP	.00	.00	.00	.00	.00
410-6210	DUES	200.00	.00	130.00	65.00	70.00
410-6215	PROGRAMMING	1,500.00	.00	651.72	43.45	848.28
410-6220	SUBSCRIPTION	800.00	.00	746.24	93.28	53.76
410-6230	TRAINING	150.00	.00	18.45	12.30	131.55
410-6311	OPERATION & MAINTENANCE	400.00	130.07	319.21	79.80	80.79
410-6371	UTILITIES	1,500.00	135.58	1,077.41	71.83	422.59
410-6373	TELEPHONE/COMMUNICATIONS	600.00	49.11	442.16	73.69	157.84
410-6408	INSURANCE	.00	.00	.00	.00	.00
410-6413	PAYMENTS - OTHER AGENCIES	.00	.00	.00	.00	.00
410-6419	TECHNOLOGY	.00	.00	.00	.00	.00
410-6424	COMMUNITY INTERSET	700.00	.00	230.77	32.97	469.23
410-6499	OTHER CONTRACTUAL SERV	2,000.00	.00	1,780.00	89.00	220.00
410-6502	LIBRARY MATERIALS	4,000.00	312.39	3,623.61	90.59	376.39
410-6506	OFFICE SUPPLIES	1,500.00	43.56	1,372.05	91.47	127.95
410-6511	MEMORIAL MATERIALS	.00	.00	.00	.00	.00
	DIFFERENCE	63,850.00	3,044.37	44,717.01	70.03	19,132.99
	PROOF	63,850.00	3,044.37	44,717.01	70.03	19,132.99

CALENDAR 3/2017, FISCAL 9/2017

JNT NUMBER	ACCOUNT TITLE	BUDGET ESTIMATE	MTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
410-4440	STATE GRANTS	600.00	.00	.00	.00	600.00
410-4470	LIBRARY SERVICE	3,500.00	6,852.49	6,852.49	195.79	3,352.49-
410-4705	DONATIONS - LIBRARY TRUST	.00	.00	594.09	.00	594.09-
		=====	=====	=====	=====	=====
	DIFFERENCE	4,100.00	6,852.49	7,446.58	181.62	3,346.58-
		=====	=====	=====	=====	=====
		=====	=====	=====	=====	=====
	PROOF	4,100.00	6,852.49	7,446.58	181.62	3,346.58-
		=====	=====	=====	=====	=====

JNT NUMBER FE JRNL	ACCOUNT NAME NAME/OTHER REFERENCE	(FISCAL 9/2017 TO 9/2017) PO NUMBER INVOICE	CHECK NO REF/DESCRIPTION	AMOUNT
410-6010 8/17 PR0800	WAGES - FULL TIME		PR DT: 3/05/17	1,620.78
	ACCOUNT TOTAL			----- 1,620.78
410-6020 8/17 PR0800 2/17 PR0804	WAGES - PART TIME		PR DT: 3/05/17 PR DT: 3/19/17	384.75 368.13
	ACCOUNT TOTAL			----- 752.88
410-6311 0/17 AP1096	OPERATION & MAINTENANCE LOWE'S	032017	26720 LIB LIGHTS/SHOP	130.07
	ACCOUNT TOTAL			----- 130.07
410-6371 0/17 AP1096	UTILITIES MIDAMERICAN ENERGY	032017	26722 GAS/ELEC	135.58
	ACCOUNT TOTAL			----- 135.58
410-6373 0/17 AP1096	TELEPHONE/COMMUNICATIONS CENTURY LINK	032017	26704 LIB PHONE	49.11
	ACCOUNT TOTAL			----- 49.11
410-6502 0/17 AP1096 0/17 AP1096 0/17 AP1096	LIBRARY MATERIALS WELLS FARGO CC TASTE OF HOME BAKER & TAYLOR	032017 032017 032017	26735 LIB BOOKS/SUPPLIES 26730 PAST DUE SUB FEE 26701 BOOKS & MOVIES	164.01 32.98 115.40
	ACCOUNT TOTAL			----- 312.39
410-6506 0/17 AP1096 0/17 AP1096	OFFICE SUPPLIES CULLIGAN WELLS FARGO CC	032017 032017	26706 WATER/RENTAL 26735 LIB POSTAGE	30.12 13.44
	ACCOUNT TOTAL			----- 43.56
			REPORT TOTAL	=====
				3,044.37

JNT NUMBER DATE	ACCOUNT NAME JOURNAL RECEIVED FROM/ALPHA ID	(FISCAL 9/2017 TO 9/2017) RECEIPT NO REF/DESCRIPTION	AMOUNT
410-4470 /06/17	LIBRARY SERVICE RM3793 DALLAS COUNTY AUDITOR	21019 COUNTY LIBRARY FY 16-17 ALLOCATIONS	6,852.49
	ACCOUNT TOTAL		----- 6,852.49
		REPORT TOTAL	=====
			6,852.49