

Rawlins Municipal Library Board

May 20, 2019

Minutes

Action Items:

- Board will review the next section of the current Strategic Plan and compare goals to outcomes from 2018.
- The board will continue reviewing/ updating previously approved library policies at its monthly meetings.

The Rawlins Municipal Library Board held its monthly meeting on Monday, May 20, at 5:00 p.m. in the Dakota Room. Present were Matthew Reitzel, Amy Weller, Brenda Hemmelman, Sue Douglas, Jim Mehlhaff and Library Director Robin Schrupp. Renae Lehman was absent. Chairman Reitzel called the meeting to order. The consent calendar which included the agenda and the previous month's minutes was accepted with a motion by Mehlhaff and seconded by Weller. All approved. There were no public comments to address.

Statistics for the month of April were not available at the time of the meeting.

May activities included: Read to Pumpkin Pye, Super Senior Day, the Friends of the Rawlins Library meeting and the Sean Gaskell concert "The History & Music of the West African Kora" on the 13th. **June** events are: Read to Pumpkin Pye, Summer Reading Program(s) begin June 3rd, Jay & Leslie Cady Juggling Workshop and Show on June 6th.

Librarian's Report: Summer temp Sydney Larson will begin her employment at the Library on June 3rd.

The city crew will be out to check the functioning of the outdoor sump pump as water has been pooling in the north parking lot. Reconstruction and repair of the curb and the electrical box that was damaged during snow removal will be scheduled for early summer. "The History & Music of the West African Kora" presentation by Sean Gaskell was well-attended, and very informative and entertaining. The Prairie Wranglers 4-H Club will once again beautify our library entrance by planting and maintaining the flowerbed during the summer. The city has implemented a biometric/digital Timeclock system for all employees. Some progress is being made regarding the parking lot/sidewalk renovation. The Library was given permission for the placement of directional signage on the curve by Highland and Church St, and at the intersection of Church St. and Harrison Ave.

Friends of the Library Report: FOTL President Brenda Hemmelman reported on the May 9th meeting of the Friends group. Those in attendance voted for the revision of the Bylaws and the purchase of welcome bags. The group also discussed various fundraising ideas and event proposals.

Existing Business – The expenditures report from City Finance was not available at the time of this meeting. The purchase of the Avigilon Security System for the Library was discussed. Mehlhaff made a motion for funding of the system to be taken from the fine/donation account. Douglas seconded the motion and all approved.

New Business – The *Gift Policy* was discussed and approved with a minor amendment. The motion was made by Hemmelman, seconded by Douglas and accepted by all. The Board then discussed Goal 4.2 of the current Strategic Plan. Schrupp will revise the plan to date, eliminating items accomplished and adding new goals for future development. Board members will continue with the discussion at the next meeting, beginning with Goal 4.3.

The meeting adjourned at 6:05 p.m. The June meeting of the Rawlins Municipal Library Board of Trustees will be held on Monday, June 24th at 5:00 p.m.

Matthew Reitzel
Board Chairman

Robin Schrupp
Library Director