

## MINUTES FOR ARTHUR PUBLIC LIBRARY BOARD

July 20, 2015

Present: President Pate, Trustees Allen, Fritz, Miller, Randall, Director Alice Cisna.  
Absent: Yeakel

Meeting called to order at 6:32 p.m.

Minutes approved as read with a motion by Allen, second by Fritz.

After reviewing the Treasurer report, a motion was made by Randall to move \$40,000 from the General Fund to Special Reserve Fund, second by Miller. The Special Reserve Fund is maintained for unexpected expenses and/or building projects.

Treasurer's report approved on a motion by Randall, second by Allen.

### Library Director's Report

- 1) Circulation Report was presented. Annual circulation of Arthur Library's materials was 70,714
- 2) Story Hour attendance this summer has not been large. Because there have been changes in School District's Preschool, it was decided that we should offer Story Hour to determine if there is any interest.
- 3) It was decided that we should accept the bid from Advance Digital Solutions on a service contract for the HP printer.
- 4) Bills were approved on motion by Fritz, second by Allen

### Committee Reports

President Pate presented a proposal for Landscaping from Lawn Keeper. It involves removal of plants reshaping the berm, and replanting these areas. It also involves redoing the perimeter rock and new foundation plants. The cost of the project is \$1,597.85. Allen made the motion to accept this bid, second by Miller.

Trustee Randall received a revised bid from Bacon & Van Buskirk Glass Company of \$3120.00 for the new doors at the front entrance. This project was previously approved.

### Old Business

By-Laws were reviewed. Two changes were approved on motion from Allen, second by Randall.  
ARTICLE IV, SECTION 3. The annual budget meeting changed from July to **June**.

Job Description for all Staff: 7. The phrase [such as MyMedia Mall, Zinio and 3M Cloud] be stricken.

Meeting was adjourned at 7:17 p.m. on a motion by Fritz, second by Miller.

Respectfully submitted,



Alice Cisna, Library Director