

Hillsdale Community Library  
Board of Trustees Meeting Minutes  
January 21, 2016

Meeting called to order by President Mark Maier

**Roll Call:** Director LeAnn Beckwith, Mark Maier, Jean Nolan, Rickie Freeman and Darryl Hart  
absent: Melissa Holm

**Guests:** Bonnie Tew from City Hall

Bonnie spoke first so that she would be able to leave. She explained that a 471 fund (that had been designated for library improvement) currently has money belonging to Mitchell. About 2010, our library money had been moved to a 271 account. The 471 account was not in use so when funds came in for the Pulver collection and TIFA they were placed in the empty account. The amount of \$13,033.61 is to be used for building improvement. Mitchell will spend about \$4000.00 of this on needed ceiling repairs. Some of our funds did go in the account but were transferred to the 271 account. When Mitchell has spent all their funds, the 471 account will be ours again. Bonnie added that the city manager would like to sit down with our board to discuss the status of the MRC but this is not likely to happen before summer.

**Approval of the agenda:** Accepted

**Approval of the Board Minutes of the November 19, 2015 meeting:** Accepted

**Reports:**

**Circulation:** Patron Circulation (checkouts & renewals)- 3,662 for November;  
3,050 for December

Total Circulation (handling of materials)- 9,779 for November; 8638 for December  
(Libraries have been directed to count each time an item has been handled for their  
circulation counts.)

Overdrive: 341for November (272 in 2014) and 362 for December (316 in 2014)

**Internet:** Computer Usage: November- 182 patrons, 931 logins, 540 hours  
December- 195 patrons, 850 logins, 840 hours

Wireless Usage: November 653 logins  
December 863 logins

**Web Page:** 2,266 views for November (118 views were for Mitchell) and 1,893 for  
December (49 were for Mitchell)

**Ancestry:** 1,009 searches in November; 403 searches in December

**Door Count:** 5,542 people entered the library in November; 3,750 in December

The total door count for 2014-2015 was 59,374; for 2013-2014 door count was 58,779 and for 2012-2013 door count was 63,521

**Programs:** For November-172 people at 10 events for kids- 61 people at 3 Story Times; 7 teens at 1 Making Stuff Program; 14 people at 1 Lego Club; 3 kids at 1 Book Tasting; 55 kids at 4 Library Visits

For December- 196 people at 11 events- 48 people at 3 Story Times; 15 teens at 2 Making Stuff Program; 25 people at 1 Lego Club; 4 kids at 1 Book Tasting; 39 kids at 2 Library Visits; 4 kids at afterschool movie; 6 people at family read and movie

For November-42 people at 5 adult events- 6 people at Café Color; 36 people at 4 yoga classes

For December- 28 people at 4 events- 6 people at Café Color; 22 people at 3 yoga classes

Online book club: 20 members

Passive Programs: I Spy- children's room 32 participants in November; 55 participants in November

Coloring- children's room Patron Puzzle Challenge- Main library

**Financial:** We looked over the reports and were made aware of the fund reporting that Bonnie had given us. Mark explained, at Darryl's request, that funding does not all come in until after the fiscal year so our balance appears less healthy than it is.

**Communications:** MRC minutes were received.

**Director's Report:** LeAnn let everyone know about Jaci's passing and her service. Some books will be added to the collection in her name. Repairs to the roof will happen in spring, most likely with Braman Roofing. When the city cleans the drains they need to be sure to clean around them, not just on the tops, to ensure adequate drainage. Quotes have been received for the water fountain area and it should be fixed next month. We may have to pay for three of our letters when they are fixed in the spring. We have applied for a grant for a toddler area. The state aid report has been filed. We have \$1,272.70 in the Gardner fund. This money is not restricted in use. We are now in need of a second full time person. The cost would be \$33,000-\$43,000 depending on the insurance. Nonik will raise our prices for computer service on the public and staff computers because we no longer have a building debt. While Nonik has been necessary to handle server issues, if our future employee has some tech background we may be able to cut some of that cost. LeAnn will write up a job description and show the board. The current plan is to post the job in May and hire by July.

**Old Business:** There was none.

**New Business:** There was none.

**Visitors' Comments:** None

**Board Comments:** Mark said Jaci was great and will definitely be missed.

**Adjournment :** 7:48 p.m.

Respectfully submitted by Rickie Freeman