

Gladstone Public Library Board Meeting Agenda
February 5, 2019
6:30 pm

Location: City Hall Council Chambers

Topic	Time	Information Discussion Decision	Lead
Library Board Meeting Call to Order	6:30 pm		Margaret
Approval of December Meeting Minutes	6:30 pm	Decision	Margaret
Reports: a) Director's Report b) City Council c) Library Foundation d) LDAC Report e) Gladstone Library Task Force	6:35 pm	Information Information Information Information	Mitzi Neal Natalie Donna/Mitzi
New Business a) Elect Library Board Officers b) Discuss use of City emails for Library Board business	7:15 pm 7:30 pm	Decision Information	Margaret Mitzi
Sharing Session	If time	Information	Everyone
Adjourn	7:45 pm		Margaret
Next Meeting: March 6th			

GLADSTONE PUBLIC LIBRARY BOARD MEETING MINUTES of December 4, 2018

Meeting was called to order at approximately 6:30 PM.

PRESENT:

Margaret Bertalan, Gary Bokowski, Nancy Eichsteadt, Natalie Smith

ABSENT:

Libby Spencer

Also Present: Mitzi Olson, Gladstone/Oak Lodge Library Director

Call to Order/Self-Introductions

Approval of November 2018 Meeting Minutes:

Natalie Smith made a motion to approve the minutes. Motion was seconded by Gary Bokowski. Motion passed unanimously.

REPORTS:

Director's Report:

Ms. Olson went over some of the issues they are having related to merging the collections/breaking down into genres. They are taking an extra step and putting colored genre labels on the books. This will make things much more efficient in regard to staff time and shelving. She is making advances in improving/streamlining the purchase alert report.

They are changing the operation hours of the libraries effective January 2, 2019 – they are working on getting the information out on various social media sites, newsletters, etc. The new hours will be: Mondays: 10 - 6; Tuesdays: 12 - 8; Wednesdays: 10 – 8; Thursdays: 12 – 8; Fridays: 10 – 6; Saturdays: 10 – 6; Sundays: 11 - 6.

It was brought to her attention that since Natalie Smith's term expires at the end of the year and the recruitment was closed yesterday (there was only one application; from Natalie) she was asked to review the policy. City Council wants to make the process of appointments more consistent to reflect the way the other boards/commissions/committees operate – so the City Council receives the applications and makes the formal appointments after getting recommendations from the boards/commissions/committees. There was discussion regarding having two advisory boards versus one combined board. There was discussion regarding the terminology/requirements in the IGA.

There was discussion regarding a possible book drop box being placed in the area of Oatfield/82nd Drive/Clarendon by the "Welcome to Gladstone" sign in the circle. Another suggestion was putting one by the police station/across from the high school.

Treasurer's Report:

\$12,745.57 - they made \$6.48 this month. There was discussion regarding funds/sources/history.

New Business:

There was discussion regarding the date of the next meeting.

Nancy Eichsteadt made a motion to skip the January meeting and have the next meeting on February 5th, 2019. Motion was seconded by Natalie Smith. Motion passed unanimously.

Adjourn:

Meeting adjourned at approximately 7:20 PM.

Next meeting scheduled for February 5th, 2019.