

MINUTES OF THE LEBANON PUBLIC LIBRARY BOARD OF TRUSTEES  
NOVEMBER 28, 2007

Vice-President, Linda Jones, conducted the meeting. Board members present were David Koehler, Kandi Caldwell and Marsha Truitt. Jane Myers arrived at 4:10. Sharon Wood and Emmadell Sturgis were unable to attend. Also present were Kay Martin, Library Director, Laura McMann, Dan Sulkoske, Kramer, Inc., and David Truitt, Board Attorney.

The Mission Statement was read in unison.

The Secretary's Report was shared. David Koehler made the motion and Kandi Caldwell gave the second to approve the minutes.

David Koehler reported "we're doing okay. We have no tax money yet, but we are limping through without borrowing." The new salary schedule was shared. It was a 3% overall increase. Kay will determine how to disperse the salary increases. Kandi made the motion and Marsha second to approve the salary schedule. Claims were shared. Marsha Truitt made the motion and Kandi Caldwell gave the second to approve and pay claims 7426-7579. Jane Myers abstained from voting.

Under action Items, David Koehler made the motion and Jane Myers gave the second to approve a three week book amnesty, for fines only. The Holiday Closings list was shared and discussed. Marsha Truitt made the motion and Jane Myers gave the second to approve the Holiday Closings list. The Strategic Plan for 2008-2013 was shared by Kay Martin. Marsha Truitt made the motion and Kandi Caldwell gave the second to approve the Strategic Plan.

Dan Sulkoske gave the building update. The third floor punch list is substantially complete. 3D is to take care of the roof leak.

Jane Myers received and brought our LINK Certification of Recognition Master Library Plaque. All Lebanon Public Library Board members have now received their pins. We are 1 of 81 out of 239 libraries to have received this status. Our Library will also be featured in the Library Journal, the architectural magazine.

Under Department Reports, Connie Bruder, of the Audio-Visual Department introduced her staff. The staff includes Janet Glauber, Dana Lebo, and Marsha Baumgartner. The department offers the use of laptops, movie night, downloadable movies, disc cleaning, and movie club (128 members).

A member of the Lebanon Library Board serves on the Lebanon Park Board. David Koehler has held this position for the past four years. Emmadell Sturgis has said she would serve on this Board. Jane Myers made the motion and Marsha Truitt gave the second for Emmadell Sturgis to be appointed to serve on the Park Board. Her term will begin in January 2008.

Kay Martin shared that the Library will have a Christmas brunch or pitch-in. It will be held at either a morning or evening time. The Library will be closed during this time for all staff to share and enjoy. She announced two in-services to be held in January. One will be for Department Heads on Leadership and one will be Brent Wheat speaking on safety issues.

The Nominating Committee will be Kandi Caldwell and Emmadell Sturgis.

David Koehler made the motion and Linda Jones gave the second for the payment of bills in December.

The next Board meeting is scheduled for Wednesday, January 23 at 4:00 p.m.

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Marsha Truitt, Secretary

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Sharon Wood, President