

Bemidji Public Library Board Meeting Minutes  
2/14/17

**Present:** Hannah Buckland, Joyce Siegert, William Joyce, Sheri Brumback, Travis Ricks Nancy Erickson , Steve Pfleger, and Cyndi Fenske

The meeting was called to order by chairperson,Cyndi Fenske.

The January 2016 Board Meeting Minutes were unanimously approved.

**Manager's Report:** Sheri Brumback, Branch Manager provided the manager's report and financial report.

- Library Statistics: A summary of the library statistics were provided to date.
- Upcoming Events: Sheri provided a summary of the various library programs and events currently scheduled.
- Financial Report: A summary of the monthly financial report was provided to the board. While the board didn't formally approve the bills, the board did review and discuss the monthly bills presented by the Branch Manager.

**Streamlined donation system:** The library has streamlined the donation system so there are only 7 categories.

**Children section displays:** The library has used the board's money to purchase interactive displays for the children's section. \$483.95+\$440.95

**ALA Membership:** Sheri asked if the library board would pay for her membership to the American Library Association \$210.

- a. This was tabled until we can have a budget report next month.

**Monthly Budget Report:** A motion was put forth and seconded to receive a financial report concerning the board's funds.

- b. The board wants a summary of the board funds (total, received, spent).
- c. We have a motion to create a new position called the "library board treasurer." This was not passed.
- d. Another motion and second that Sheri will report the library board funds to the library board each month during our meeting.

**Trespassing Citations:** The library has issued 5 trespassing citations to patrons. Troubling behavior has decreased. Multiple "no trespassing for 30 days" citations were issued and one

“no trespassing for 1 year” citation was issued. Increasing the number of trespassing citations has increased the library employees’ perception of safety

**Future Training:** Sheri will give Travis available dates when the staff can be trained on how to deal with drug-impaired patrons by the trainer from Evergreen.

**Meeting with Children’s librarian:** Steve and Joyce talked with the children’s librarian about how to improve the children’s space. How should we split the board funds between teen and children’s’ section? The librarians will determine how to split up the 5K. We want Sheri to look into cleaning the carpet through city services. If we need to we can help clean the rug.

**Summer Book Sale:** July 8-14<sup>th</sup> we have the church reserved for the summer book sale. Total cost will be \$500 for the reservation of the facility

8<sup>th</sup> Sentence to Serve will setup

9<sup>th</sup>

10<sup>th</sup> Volunteers Unpack books

11<sup>th</sup> 4pm Friends of library

12<sup>th</sup> Open to public 10-7

13<sup>th</sup>

No news on Brecken’s replacement.

The meeting was unanimously adjourned at 5:50 p.m. Next meeting March 14, 2017