

**BOARD OF TRUSTEES  
HUSSEY-MAYFIELD MEMORIAL PUBLIC LIBRARY  
MINUTES  
REGULAR MEETING  
October 20, 2011**

The regular meeting of the Board of Trustees of the Hussey-Mayfield Memorial Public Library was held October 20, 2011, and called to order at 7:31 p.m. All members of the Board of Trustees were present except Gayle Cox. Also present were Director Jacob Speer, Associate Director Mary Rueff and Cathy Hurst, Board Assistant. Maria Wopshall, President of the Friends of the Hussey-Mayfield Memorial Public Library, and Book Sale Managers Jean Indriksons and Nancy Porter were also present. LeeAnn Biggs, President, presided.

**Secretary's Report**

Minutes of September 15, 2011 Regular Meeting

*Upon motion duly made by Sandy Sifferlen, seconded by Bea Edwards, and being unanimously approved, minutes of the regular meeting with addenda held on September 15th, 2011 and the public hearing on the 2012 budget held September 15, 2011 were adopted.*

**Treasurer's Report**

October Claims

*Upon motion duly made by Monty Korte, seconded by Bea Edwards and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for October 2011, as reviewed, audited and approved by the Library Director and audited by the Assistant Library Director and approved for payment by the Treasurer.*

2012 Budget

*Upon motion duly made by Monty Korte, seconded by Jeff Rolland and being unanimously approved, the Board of Trustees resolved that the 2012 budget resolutions set forth as Exhibits A [Operating Fund], B [Library Improvement Reserve Fund], C [Lease Rental Payment Fund] and D [Rainy Day Fund] be approved and adopted. The proposed 2012 budget totals are \$1,904,341 for the Operating Fund, \$95,000 for the Library Improvement Reserve Fund; \$537,000 for the Lease Rental Payment Fund and \$220,000 for the Rainy Day Fund.*

**President's Report**

Meeting of Area Officials

Jake Speer attended the October 18<sup>th</sup> meeting at the Boone County Sheriff's office. The November 15<sup>th</sup> meeting will be held at the Library.

### Friends of the Library

October 16-22 is National Friends of the Library Week. On behalf of the Board, President LeeAnn Biggs and Director Jake Speer expressed their gratitude for all that the Friends of the Hussey-Mayfield Memorial Public Library do to support the Library both monetarily and through the countless hours that they volunteer for the benefit of the Library.

The Friends netted nearly \$3,000 at the October book sale and they approved \$3,036 in grant requests at their September meeting. The next book sale is scheduled for February 3-5, 2012. A plaque in their honor was presented to the Friends group.

### Library's 50<sup>th</sup> Anniversary

The President asked Board members to continue thinking of ideas to celebrate this important milestone at the Library. She suggested that a grant might be submitted to the Foundation that would mark this occasion and also fit into the goals of the new Strategic Plan.

## **Managers' Report**

### Statistics

The door count increased 2% in September compared to 2010 with 21,545 people coming to the Library. Attendance at programs is out pacing 2010 at 17% for the year. 1,688 people attended programs in September. Circulation was down 2% compared to 2010.

### 2012-2014 Strategic Plan

The Director presented a Draft of the 2012-2014 Strategic Plan. The Board is encouraged to email comments to the Director and copy the other Board members. A revision will be included in the November Board packet and will be discussed and/or adopted at that meeting.

### Library Foundation Grant Requests

The Library Foundation met in early October and approved \$26,556 in grant requests. Among the grants approved were requests for the 2012 summer reading programs, library communications and the Staff Appreciation Committee.

### Building Update

Cintas has finished cleaning the carpet in the building. Eagle Creek Nursery trimmed back the trees that flank the main entrance to the Library that were starting to touch the building.

The Director is getting quotes for snow removal for the Library's parking lot. The contractor we have used for the last few years will no longer be providing this service.

The north HVAC system which is original to the 1994 portion of the building will need to be replaced in the near future. The system required many repairs this past summer and it is not economically feasible to continue to spend money on an aging system. The Director will work on getting quotes for this project.

### Third Quarter Reports

The third quarter reports for each department have been distributed to the Board for review.

Other Matters

Jeff Rolland will not be seeking reappointment to the Library Board when his term expires on December 31, 2011. Bea Edwards also tendered her resignation effective immediately due to health issues. The appointing authorities for each of these Board members have been notified.

**Adjournment**

*Upon motion duly made by Bea Edwards, seconded by Josh Minkler and being unanimously adopted, it was resolved that there being no further business, the meeting be adjourned at 8:06 p.m.*

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Sandy Sifferlen, Secretary

October 2011 Library Board: LeeAnn Biggs, Jeff Rolland, Monty Korte, Bea Edwards, Josh Minkler, Gayle Cox and Sandy Sifferlen