

# Columbia Public Library

## Board Meeting

March 14, 2017

The March meeting of the Columbia Public Library was called to order at 7:04 by President Dan Brutton. In attendance were Annette Bland, Kathleen Habermehl, Chris Trowbridge, Krista Schoellhorn, Cindy Waldemer, Dan Brutton, Rodney Schreckenber, and Diane Stechmesser.

- 1. Approval of Minutes** After reviewing minutes of February meeting, Cindy Waldemer made motion to approve minutes. Rodney Schreckenber seconded. Motion passed.
- 2. Public Comment** No requests for comment
- 3. Treasurer's Report** Treasurer Rodney Schreckenber reviewed library's budget. At this time, he projects the year to finish in the black. Diane Stechmesser made motion to approve report. Kathleen Habermehl seconded.
- 4. Approval of Current Bills** Current bills were reviewed. Rodney Schreckenber made motion to approve. Krista Schoellhorn seconded. Motion passed.
- 5. Old Business Director** Annette Bland updated the Board on status of logo for the library. The City is currently working with Summit Sign & Graphics for design of 2 logos for their use. They have a flat rate of \$375. Annette will discuss some questions the Board had pertaining to rights of use and then have them submit ideas. Annette will get more information from Justin Osterhage on ADA compliance for the installation of new library door and the recommendation for doing both doors at the same time.
- 6. New Business** Annette Bland announced the hiring of a new Assistant Director, Crystal Snyder. She will be starting March 15<sup>th</sup>. Crystal recently graduated with a MLS and has been with Leavenworth Public Library working as a Youth Services Associate. Annette also recommended offering Linda Seibel a pay increase of 6% instead of scheduled raise of 3%. Annette feels that Linda's 17 years of experience and her interest in taking on additional duties warrants this increase. Krista Schoellhorn made motion to increase pay by 6%. Chris Trowbridge seconded. Motion passed. The Board also reviewed a new travel policy-Local Government Travel Expense Control Act. City administrator Jim Morani suggested Board adopt a resolution following all guidelines established by the City Ordinance 3314. Motion was made by Diane Stechmesser to adopt resolution. Krista Schoellhorn seconded. Motion passed. May 25<sup>th</sup> from 3:00 to 6:00 will be retirement party for Candy Schuler. CPR Training will be held for the public on April 25. Gene Haller will speak at the library on the history of Columbia Fri. March 31 from 2:00 – 4:00. Annette also reviewed some current library circulation numbers.
- 7. Adjournment** Krista Schoellhorn made motion to adjourn meeting. Diane Stechmesser seconded. Meeting adjourned at 7:41.

Diane Stechmesser