

**President James A. Hoffman called the June 28, 2017 meeting of the Library Board to order at 4:00 pm.**

**Present:** Gerry Baecke, James A. Hoffman, James Jannes, Imogene Jensen, Nodie Kipp, Steve Strupp, Van Thompson, Jeannine Zmuda

**Absent:** Sheryl Hanson

**Also Present:** Laura Long, Library Director

**Minutes:** Gerry made a approve the minutes of April May 24, 2017, Steve seconded; motion carried.

**Financial Report:** The financial report was reviewed and placed on file for audit.

**Bills:** The May bills totaled \$43,578.49. Van made a motion to pay the bills, Jim seconded; motion carried.

**Librarian's Report:** See attached. Laura also reported that she had a meeting with the new Mayor and City Administrator about the plans for the new library.

**Communications:** None

**Reports:** None

**Old Business:** None

**New Business:** Acquisitions Policy – The Board reviewed the policy. Under Gifts we need to make a reference to the Gift Policy and we need to change the name of the library system. Van made a motion to accept the Acquisition Policy with the two modifications, Steve seconded; motion carried.

Scanner/OCR Management Quotes – The Board went over the quotes for a scanner and software to index the paperwork the library is required to retain. Van made a motion to accept the bid from DocuShare, Steve seconded. After more discussion and questions Steve and then Van rescinded the motion. Van made a new motion to authorize Laura to investigate further and come back with more information, Steve seconded; motion carried.

**Closed Session:** None

**President's Items:** None

**Other:** None

**Public Comment:** None

**Items to be placed on next month's agenda:** Circulation Policy  
Committee assignments

**Gerry made a motion to adjourn the meeting, Steve seconded; the meeting adjourned at 5:02 pm.**

**Respectfully submitted,**

**Imogene Jensen, Secretary**