

President James A. Hoffman called the March 23, 2016, meeting of the Library Board to order at 4:00 pm.

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

Absent: Sheryl Hanson, Nodie Kipp

Also Present: Laura Long, Library Director

Minutes: Gerry made a motion to approve the minutes, with corrections, Van seconded; motion carried.

Financial Report: Jim made a motion to approve the financial report, Steve seconded; motion carried.

Bills: Steve made a motion to approve the bills, Jim seconded; motion carried.

Librarian's Report: See attached

Reports: Building and Grounds - the ceiling tile in the Children's Room is beginning to fall down. The grid for the drop ceiling needs to be tightened.

Incidents - There are two East Moline patrons, a man and wife, that have nearly \$10,000 in movies overdue from area libraries.

Foundation Fund - No report

Old Business: Triumph Bank update - Laura continues conversations with John DeDoncker. A tax abatement would be a better option than trying to change a TIF district. A letter has been sent to the schools about the abatement.

Personnel Committee - The committee has completed the staff evaluation form. Contact Laura to see a copy.

Parental Leave Policy - Changes including eight weeks paid leave was discussed.

Holiday, Vacation and Sick Time Policy - was discussed

Van made a motion to approve the Parental Leave Policy and the Holiday, Vacation and Sick Time Policy with changes to begin immediately, except for sick time which will begin January 1, 2017, Gerry seconded;

Gerry Baecke - yes
James Jannes - yes
Steve Strupp - yes

James A. Hoffman - yes
Imogene Jensen - yes
Van Thompson - yes

Jeannine Zmuda - yes

Motion carried.

New Business: Transfer of funds - Jim made a motion that \$581,000 be transferred from the General Fund to the Library Capital Improvement Fund in accordance with the Fund Balance Policy, Van seconded; motion carried.

Inter-State Borrowing - Gerry made a motion that the board approve the Inter Government Agreement with the Davenport Library for inter-state borrowing pending approval by the Iowa attorney general, Steve seconded; motion carried.

Gift Ban Policy - Steve made a motion to approve the Gift Ban Policy, Van seconded; motion carried.

Ransomware Attack - the library lost 98% of staff files. The director's files were password protected. The buffalo will be replaced to help prevent this in the future.

Laura will check on insurance coverage of the contents of the building.

Closed Session: None

President's Items: None

Other: None

Public Comment: None

Items to be placed on next month's agenda: Contents insurance and Elections

Steve made a motion to adjourn the meeting Gerry seconded. The meeting adjourned at 5:25 pm.

Respectfully submitted,

Imogene Jensen, secretary