

**Lodi Woman's Club Public Library**  
**Meeting Minutes: August 11, 2014**

1. PRESENT: Berthold, Abel, Welch, Holerud, Smith-Gallagher, Walstad, Jelinek, Price  
ABSENT: Long, Beers ALSO PRESENT: Kristine Millard, Trish Frankland
2. CORRESPONDENCE/INTRODUCTION OF GUESTS: SCLS library trustees invited to a program titled "How to Improve Library Visibility in Your Community" 2-4 pm August 28<sup>th</sup> at SCLS. Board members who attend can report back to board at next meeting.
3. MINUTES: Motion Price, second Welch to approve minutes as presented. Motion passed.
4. TREASURER'S REPORT: Treasurer Long absent, Trish reported. No significant gains or losses in any account. Endowment Committee will set meeting in the next month. Motion Holerud, second Price to approve report. Motion passed.
5. LIBRARY BILLS: Motion Walstad, second Holerud to approve voucher 2002-2010 for payment from City of Lodi budget. Motion passed. Motion Price, second Abel to approve voucher 2011 and to transfer \$1,862.25 from Money Market #754 to Checking #555 for payment of bills. Motion passed. Also noted: Through July about 60% of our City budget is spent, which is lower than targeted; the first half of the year is always higher due to contract payments. Payment for installing conduit for the fiber upgrades may be all or partially reimbursed by grants SCLS has requested.
6. MONTHLY LIBRARY STATISTICS: Correction to note: 2013 July circulation was 0 for Adams County and 8,225 for Columbia County. Half of YTD circulation has been City of Lodi residents. Equipment activity has been normal, including continuous increase in wireless use. Note on run walk fundraiser: coordinator Tom Long is retiring after 25 years; library will nominate him for the citizen of the year award.
7. LIBRARY PAST-DUE COLLECTIONS: Directors looking to hire a collections agency for past dues. Current protocol is to call and send letter, and we would continue that in addition to the collection agency. Board members agree to continue discussion, with request for more information: written terms, fees, tally on Lodi card holders with considerable fines.
8. HUMAN RESOURCES UPDATE: Lisa resigned. First look through applicants shows 11 possible candidates. Hiring for 10-15 hours, more if candidate has a tech or programming background. Staff performance reviews on hold; co-director annual review committee will meet later this month.
9. STRATEGIC PLAN PROGRESS REVIEW: Timeline goal stated on plan is to be when activity is begins/in progress. Initial review shows plan is on track and projects proceeding as expected.
10. EVENTS AT THE LIBRARY:
  - Monday Matinee (8/18 at 1pm)
  - Book discussion: "The Orchardist" by Amanda Coplin (8/25 at 7pm)
  - Annual carpet cleaning (library closed 8/30-9/1)
11. ADJOURNMENT: Motion Welch, second Prince to adjourn at 6:50 p.m.

Respectfully submitted,  
Christina Smith-Gallagher, Secretary