

**MINUTES OF THE REGULAR MONTHLY BUSINESS MEETING  
BELL MEMORIAL PUBLIC LIBRARY  
REGULAR MONTHLY BUSINESS MEETING  
MONDAY, MAY 26, 2015  
6:30 p.m. Local Time**

AGENDA

CALL TO ORDER

Meeting was called to order by Vice-President Dick Webb at 6:35 p.m.

PRESENT

Dick Webb, Honey Kuhn, Sandi Schaeffer, Jill Gross and Stephen Boggs.

MINUTES

Moved by Honey Kuhn and seconded by Sandi Schaefer that minutes of the April 2015 meeting be approved as distributed. Carried.

PUBLIC COMMENTS

No members of the general public were in attendance.

TREASURERS REPORT

Bank balance in general fund will potentially be a bit short toward the end of June. Year to year comparison shows we have spent \$2,333.03 more this year than last year at this time, mostly due to increase in building insurance.

Sign register of claims from March...pages were paperclipped together.

CHILDREN'S DEPARTMENT REPORT

During the month of May, the Children's Dept. preschool Story Hour enjoyed listening to books about vegetable gardens, Mother's Day, Caterpillars, and Butterflies. The children also enjoyed making butterfly clothespins and seed sprout houses to hang in their windows and watch the seeds grow. Total attendance for the May preschool story hour was 32 Children and 20 adults. Story hour meets every Wednesday at 11:15 am.

The Library Kids Book Club also enjoyed their annual "Night at the Library" program. 6 kids attended the program and had fun eating pizza and watching the movie, "Night at the Museum 3". Several kids earned free books and everyone had a good time. Library Kid's Book Club meets the first Friday of every month at 4:00 pm. All kids ages 8-12 are welcomed to attend.

A special "Mother's Day Make-n-Take Craft" Program was presented at the library. Signup was required. Children were able to make a special bath salts sundae for their mum for Mother's Day. Dairy Queen in Rochester donated the tall sundae cups. The rose bath salts, white puff balls, pink striped straws, and a cute little poem were added to make a nice gift for mum. Mother's Day cards were also made. 21 people signed up and 10 children (ages 3-12) and 5 adults came to the program.

Lego Club also met on Saturday, May, 9th at 1:00 pm. No one attended at that time. Lego Club is opened to kids ages 3-12. However, teens and adults are welcomed to come as well.

Several groups came for a library visit during the month of May:

Jack-n-Jill Preschool (age 3) came to the library for a visit during the morning and afternoon to learn about the upcoming Summer Reading Program. Information about the reading program was handed out. The morning visit was attended by 18 children and 3 adults. The afternoon visit was attended by 13 children and 2 adults.

The Little Vikings Preschool (ages 3-5) also came to visit the library. 7 children and 7 adults attended the library and also learn about the summer reading program.

The Mentone Head Start (age 3) also came to visit the library. A book about Super Hero Rules was read and 13 children and 5 adults attended. Information about the reading program was handed out and then the children checked out some books.

Next month is the start of our summer reading program. How exciting! The theme is Super Heroes - "Every Hero has a Story."

\* Discussion noted may want to consider a Story Time session in the evening.

## PROGRAMMING AND YOUNG ADULTS

Zumba has had a drop in numbers but will be continuing through the summer. PiYo is still going strong. I will be making contact with her to see if she will continue during the summer months.

Euchre night was held Tuesday, May 19th because of the holiday. There were ten adults in attendance. Two played bid Euchre and started with an 8 card hand. After seeing a pattern of 7 to 1 in tricks taken we knew we needed to change so went to a 10 card hand. I will continue this program year round even though spring baseball and the summer months are busy for many people. I believe consistency is important.

Teen Gaming night in April had 28 teens and they were very well behaved, I might add. Stephen ordered a Bluetooth boom box for Zumba and the teens so gaming night will get a little noisier as the teens will be playing music from their iPhones, also. Stephen also hooked up computers in the Bell X Room for online gaming.

Anime Movie night in May will be Friday the 22nd.

Worked on the webpage. Created a logo for the website and after a few instructional videos I have made progress. Stephen is also helping on this project.

Still waiting to hear back from Grissom Air Force Base concerning a program on their EOD team this summer. I have spoken with them twice but will be contacting them again. I do hope they can do this program for the teens.

Delivered books and movies to the Mentone Garden Court apartments in May. There have only been two tenants using the books and movies. I may have to do this program in the winter months only.

The June/July book order is ready to go. Have added to the August/Sept. order. Always reading reviews.

Industrial Pipe Hall Tree program had to be rescheduled for May 26th. Menards had told me ten days for a special order. I had ordered parts on the 11th of April and they did not come in until the second week in May.

I have 14 people signed up for the Flower Garden Wall Hanging Thursday, May 22nd. Did a demo for June's adult program. We will be making a Burlap Rose Wreath. June's newsletter is ready to print with June and July's calendar complete and the Teen newsletter will be printed.

Letter sent to Northpoint Cinemas requesting a donation of two movie tickets for teen summer reading prizes. Just received an email that they would be happy to donate those. Sought and received a donation for a \$10.00 gift card to Starbucks, 2/ \$5.00 Zoyo frozen yogurt coupons, 4/ \$10.00 gift cards from Meijers were donated/ email confirmation on those, a box of toys and some food coupons for the kids and teens from Wendys, McDonalds gave some McCafe coupons for the teens and Happy Meals for the Kids. Maddy filled the request form for Walmart gift cards and coupons from Pizza Hut. Will be seeking a few more donations.

Looking forward to a very successful summer reading program.

## DIRECTOR'S REPORT

1. About 20 hours toward technology items/issues. Created both an online and in-house database for fixed assets and computers. Will compare usability for both and proceed with the one that works best.
2. Purchased and planted (April helped) flowers for around the "front" of the building.
3. Roger and I submitted order for outdoor furniture.
4. Setup new network switch for teen computers in Bell-X room. Applied updates etc. Machines are pretty well past their prime, but with the updated computers in Media, the new replacement patron machines and the laptops we have, we can cover usage for a short time.
5. Continued organizing storage room.
6. Working on Technology Plan, due toward end of the year.
7. Have a draft of updated policies for Honey and Dick to evaluate.
8. Scraped and painted bike rack.

## UNFINISHED BUSINESS

1. Finalize credit card policy.

Moved by Jill Gross and seconded by Honey Kuhn that the credit card policy be adopted. Carried.

## NEW BUSINESS

1. Hired Thomas Teel as shelver/page. Minimum wage.

## OTHER BUSINESS

June 28, 2015 Open House et. al.

1. Unlock gate on west side of Reading Garden
2. Discussion items for Open House:
  - Group picture for Trustees. Trustees asked to be here at 1:00 if possible due to conflicts.
  - Invitations, press releases to newspapers and radio stations
  - All like the name "Reading Garden" instead of Bell Memorial Public Library Memorial Garden (name too long)
  - Plaque for Jack Fisher for his many years of service.
  - Include in invitations Representatives and Senators etc.
  - \*Need pamphlet to handout at Open House.
  - Jill will contact Richardsons for a short performance during the Open House.
3. Staff need to be aware that patrons are allowed to return their materials at any circulation desk.
4. Akron Arts League program. Flyer does not specify where to register.

#### PAYMENT OF CLAIMS

Moved by Jill Gross and seconded by Honey Kuhn that claims be allowed as presented.  
Carried.

#### ADJOURNMENT

Meeting adjourned at 7:40.

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Dick Webb, Vice President

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Honey Kuhn, Secretary