***PAWNEE CITY PUBLIC LIBRARY MINUTES***

***September 19, 2017***

***8:30 a.m.***

**CALL TO ORDER:**

Recognition of the Open Meetings Law Availability

Members: Present – Linda Bowman, Chairperson, Sandra Bellows, Patty Rice, Vickie Zelenka, Lola Seitz, Librarian. Absent – Lisa, Blecha, Mark Sunneberg, City Council Liaison to Library.

**MINUTES –** approved as emailed

**LIBRARIAN’S REPORTS**

* Incoming Money, Statistics, Monthly Budget given by Lola
* Library News & updates given by Lola

**UNFINISHED BUSINESS**

* Board members were given a draft of the Goals & Objectives of the “Strategic plan” to make recommendations for the required updating.
  + The “Marketing Policy” was given as a possible goal – to design a consistent look or logo across the PCPL’s products. This would include letterhead, envelopes, business cards, website, social media, fliers, advertisements, marketing and promotional materials with measurable objectives. It was suggested that we contact Mary Moser and see if her class would be interested in designing a unifying logo.
* Because of the hours our library is open and because of the approaching time (a couple years or more) that Lola or Colleen or both will be looking to retire the board needs to be looking to the future. We need to be looking for an individual who would be interested in working approximately 10 hours a week (no benefits) to start and would be able to be on-call for illness or vacations. This person would potentially work toward more hours and/or to becoming the full-time Librarian. We need to work with Lola and Colleen to start putting together an application and the required criteria. We also need to be looking to make a list of for potential individuals to recruit if they meet the criteria. We need to be looking into how soon this position should be fitted into the Library Budget.
* Update of “Reading is a Gift! At Your Library”.

**NEW BUSINESS**

* The board voted on the fee schedule for lamination at the Library. The fee will be wallet - $1.00; Photo (4x6) - $1.25; letter (8x10) - $1.50; Legal (8xs14) - $3.00; Ledger (11x17) - $5.00. Bulk discount on letter, legal and ledger will be 50 cents beginning on 13th copy.
* Lola announced that the Pawnee County Library Board has successfully received their 3-year Accreditation. This will be good until 9-30-2020.
* Terry Borcher is going to donate the fall treatment for weeds in the Buffalo grass.
* The Library is now holding Thursday Morning Coffee every week at 10:00 am. The community is welcome to come in and enjoy a hot beverage and good company.
* A Candy Corn Guessing Contest will be held from October 1 to Oct 31. The winner who guess is closest to the number of candy in the display will win the display.
* The Board voted to approve the Librarians keeping the Library open on Halloween evening.

**OTHER**

**ADJOURNMENT**

Next meeting: October 21, 2017 @ 8:30 am.