Atkins Public Library

480 3rd Ave

Atkins, IA

319-446-7676

The Atkins Public Library Board met on Wednesday January 10, 2018 @6:00pm.

Members present: Mike Less, Kirk Draper, Donna Scheer, Ruby Parris and Cathy Becker. Absent LuAnn Anderson

Treasurer's Report was reviewed

Secretary's Report: Motion by Donna to approve the December 2017 minutes second by Mike motion carried.

Old Business, Continued training Chapter six of the trustee handbook, Kirk has not heard back from the alarm company

New Business, Phone calls: Limit to five minutes per patron per day. Donna made the motion for the phone call policy second by Mike motion carried.

Budget: Take out line item early out program. Decrease office supplies by $500.00, Tech support $795.00 for Book Systems and what our cost is for Access. Salaries part-time we need to budget for all Cathy's vacation and sick time. Ruby moved to approve the budget, second by Donna motion carried.

Wish List

New Book Return, Light in parking lot, New book shelf, Industrial Vacuum

Mike moved to pay the bills, second by Donna motion carried.

Bills, amazon $338.40, P.O. Box $ 92.00

Donna moved for adjournment second by Mike motion carried.

Next meeting February 14, 2018

Respectfully submitted by

Ruby Parris