Roxana Public Library District
Board of Trustees
February 5, 2008

The meeting was called to order by President David Schmidt, at 5:30 pm.

Members present:
- David Schmidt
- Diane Herndon
- Judy Loyd
- Vickie Johnson
- Lisa Lacher

Absent:
- Virginia Clark

The minutes of the December board meeting were unavailable at the January meeting. They were presented at the February 4th meeting. The minutes for the January meeting were also presented. Herndon/ Johnson moved to approve the presented minutes.

Ayes
- David Schmidt
- Diane Herndon
- Judy Loyd
- Vickie Johnson
- Lisa Lacher

Director Losey presented the financial reports. Schmidt/ Lacher moved to approve paying the unpaid bills.

Ayes
- David Schmidt
- Diane Herndon
- Judy Loyd
- Vickie Johnson
- Lisa Lacher

Motion Carried

Director Losey reported that progress on the remodeling project is being made with an April or May start date being discussed. The Roxana homecoming is in May and it may be better to begin construction after the homecoming. Issues to de determined are:

- Asbestos
- Weeding of out of date materials
- Storage Pod rentals
- Use of staff in packing
- Publicity
- Operation hours

Director's Report
February 5, 2008

Activities

1/9	Enhancement Committee Meeting
1/9	Interviewed for video on filtering
1/16	GateNet Meeting
1/25	Meeting with LCLS Director
1/29	Blood Drive
1/30	Enhancement Committee meeting in Troy

Technology

I completed the Technology Plan and submitted it to the State Library. I am attending a class at SWIC in computer Networking. I will be working on the technology needs for the remodeling including new computers and reconfiguring the layout of the network. I have been evaluating accounting software for upgrade. Our current QuickBooks is rev 2004 and will no longer be supported. I compared it to MS Office Accounting and recommend upgrading QuickBooks.

Computer Usage Stats

	2007		***2008***	
	TOTAL	**AVERAGE**	**TOTAL**	**AVERAGE**
January, 2007	720	20.6/ day	635	24.4/ day
February, 2007	605	26.3/ day	0	0
March, 2007	702	26.0 / day	0	0
April, 2007	777	32.4/ day	0	0
May, 2007	817	34.0/ day	0	0
June, 2007	866	32.0/ day	0	0
July, 2007	724	28.96/ day	0	0
August, 2007	842	31.2/ day	0	0
September, 2007	726	30.3/ day	0	0
October, 2007	807	31.0/ day	0	0
November, 2007	570	23.75/day	0	0
December, 2007	523	23.77/ day	0	0

Door Count

January, 2007	2538	101.5/ day	2405	92.5/ day
February, 2007	2229	96.9/ day		
March, 2007	3129	115.8/ day		
April, 2007	2807	117.0/day		
May, 2007	3042	126.8/ day		
June, 2007	3088	114.4/ day		
July, 2007	2883	115.3/ day		
August, 2007	2939	101.5 / day		
September, 2007	2878	119.9/ day		
October, 2007	3098	119.2/ day		
November, 2007	2126	88.5/ day		
December, 2007	1793	81.5/ day		

Director Losey explained an incident involving a minor child, who had been previously barred from the library. The minor child was found in the library with a steak knife. She was asked to leave and an incident report was completed. After discussion, based on her previous suspension, Lacher/ Schmidt made a motion to ban her from the library until she is an adult.

Ayes

David Schmidt
Diane Herndon
Judy Loyd
Vickie Johnson
Lisa Lacher

Motion Carried

Director Losey will report on the status of the remodeling at the March board meeting. The next meeting is Tuesday, March 4th, 2008 at 5:30 pm.

The meeting was adjourned at 6:45 p.m.

Respectfully Submitted
Judy Loyd
Secretary/ Treasurer