

Library Board Meeting
April 10, 2018
7:00 P.M.

1. Call to Order—The meeting was called to order by President Tom Miller at 7:00 P.M.
2. Roll call—The following trustees were present: Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Tom Miller, and Ruth Anne Wheeler. Karen Regan and Bahira Karim were absent with prior notification.
Also present: Administrative Librarian Carol Hall

3. Pledge of Allegiance

4. Motion to establish Consent Agenda—Motion to establish the Consent Agenda, including items a, b, and c was made by K. C. McKenna Schlee and seconded by Carol Looby.

- a. Approve minutes of March 13th Board meeting
- b. Approve payment of monthly bills in the amount of \$33,431.21
- c. Approve Treasurer’s Report

Balance, March 1, 2018	\$1,081,429.95
Revenues	284,620.94
Expenditures	69,749.45
Balance, March 31, 2018	\$1,296,301.44

Yes: Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Tom Miller, and Ruth Anne Wheeler

No: None

5. Motion to approve Consent Agenda—Motion to approve the Consent Agenda was made by K. C. McKenna Schlee and seconded by Wendy McCarthy.

Yes: Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Tom Miller, and Ruth Anne Wheeler

No: None

6. Communications

- Flyer regarding LACONI Trustee Banquet
- Samples of legal forms from a new online resource—The resource is still in the process of being installed.

7. Librarian’s Report

- Statements of Economic Interests are due May 1st
- I ordered 6 solid state drives recommended by IT Consultant Marcin Truty. These will be used to upgrade the library's server.
- Continued working on providing information needed for the Capital Plan
- Tim White responded to 5 after library hours calls from the library's building alarm company within two days. The building was fine, and he could find no apparent reason for the call (including cobwebs or a spider). The same motion detector had initiated all the calls, so the alarm company took that particular detector offline to prevent additional false alarms. The alarm company will be out no later than Wednesday to determine if it needs to be replaced.
- For National Library Week we are giving away small magnetic light bars. Patrons who check out materials will receive an entry form for a daily gift card drawing. (One form per checkout per day.) One adult entry and one child's entry form will be drawn each day.
- We have not received any more copyright infringement notices from Comcast since Marcin adjusted software in hopes of resolving the problem.
- Our handyman asked if the board is interested in starting to transition from fluorescent to LED lights in fixtures. The board supports the transition but would like more information regarding cost.
- Increasing the opening petty cash has been helpful.
- We are still waiting for our Per Capita grant.
- There have been complaints about some patrons' hygiene.
- A patron has an issue regarding ADA accommodation; the board members recommended that the library's attorney provide clarification for the patron.

8. Public Comment

9. Committee Reports

- The committee has reviewed Articles I and II of the Board By-laws. They will continue their work, starting with Article III in May.

10. Unfinished Business—None

11. New Business

- a. Approve revision of Board By-laws—The revision is not yet complete and will be considered at a future board meeting.

12. Set dates for committee meetings—The Policy & Personnel Committee will meet on May 8th at 6:30 P.M.

13. Public comment—None present.

14. Adjournment—Motion to adjourn the meeting was made by Wendy McCarthy and seconded by K. C. McKenna Schlee.

The motion carried, and the meeting was adjourned at 8:00 P.M.

Wendy McCarthy
Secretary

Tom Miller
President