

Library Board Meeting  
Brooks-Fennell Multi-Purpose Room  
April 30, 2018 6:00 p.m.

Attendees: Bonnie Freeman, Delbert Settles Viki Hawkins, Victor Skinner, Tyke Darveaux and Jo Chullino. Library Director, Theresa Hawkins and Assistant Library Director Genevieve Hawkins. Absent: Patty Midkiff.  
Bonnie called the meeting to order.

Minutes: Jo made the motion to accept the minutes. Delbert seconded. Motion passed.

Financial Report: No financial report from the city.

Action on Bills: Delbert made the motion to approve the bills. Viki seconded. Motion passed.

Librarian' Report:

	March 2018 Statistics
Door Count	965
Circulation	927
Patron Computer Usage	178
WIFI Usage (Patron Devices)	101
Materials added to Collection	107
Materials deleted from Collection	75

New Maker Space located where the notebook computers were and in the Children's Area.

Maker space total cost \$278.66. Maker Space is available all the time and located in areas that library staff can monitor. Busiest user times are after school and weekends and include Legos, Smart Globe Discovery, Geo Safari Jr. talking Microscope, Magnetic Building Blocks, Brian Flakes, STEM building discs, Builder Blocks and K'NEX education Maker's and an Art Center.

Carter Lake Cares programs scheduled for May will be on Thursday, May 10, at 6:00 p.m. and Wednesday May 23, at 10:30 a.m. Both programs will focus on gardening and learning about composting. Surveys were passed out at both of the programs this month and asking participants about future programs. Michelle Salerno from the Feel Good Factory has all of the surveys.

Gen has 2 more Library Management 1 classes left and has been learning about Roles, Relationships and Regulations (3/20) Striving for Excellence (3/27) Budget Process and Funding (4/03) Policies and Procedures (4/10) Human Resource Management (4/17) Intellectual Freedom (4/24). Next classes – Collection Management and access (5/1) and Measuring Your Library's Value (5/8).

Reminder – there is no May Library Board Meeting and Bonnie Freeman's term is up July 2018.

Old Business:

Update on Bathrooms/Replace Windows (CIP) – Called recommended contractor who came and took measurements and pictures but has not contacted the library with an estimate. Victor gave names of other people to contact. There was some discussion on the window replacement (2 windows per year) and if the City should pay for the maintenance of a City building. Theresa suggesting getting estimates and approaching the city council once we have those figures.

New Business:

Borrower Policy – Victor made the motion to adopt policy. Viki seconded. Motion passed.

Social Media Policy – Viki made the motion to adopt the policy with changes. Victor seconded. Motion passed.

Viki made the motion to adjourn. Delbert seconded. Meeting adjourned 6:45 p.m.

Submitted

Viki Hawkins, Secretary  
Monday, May 7, 2018