

Ashland Public Library Board of Trustees
Regular Meeting
March 16, 2016
Approved Minutes

Notice is hereby given that the regular meeting of the Ashland Public Library Board of Trustees was held at the Ashland Public Library, 1324 Silver Street, Ashland, NE on Wednesday, March 16, 2016, at 6:00 PM. This meeting was open to the public, and the public was encouraged to attend. An agenda for the meeting was available for public inspection at the library.

The meeting was called to order at 6:06 PM by Chris Gossin, President.

Members present:

Chris Gossin, President
Michelle Powell, Vice President
Leslie Gerdes, Secretary
Heather St.Clair, Library Director
Nicole Chudomelka, Trustee
Tom Walsh, Trustee

Members absent:

Guest: Carolyn Blobaum

Chris noted the Open Meetings Act posted on the west wall of the small meeting room.

Public Comments: none

Agenda:

Tom made a motion to approve the agenda. Nicole seconded the motion, all present voted in favor and the motion passed.

Minutes:

Nicole made a motion to approve the minutes from the February meeting and Tom seconded the motion, all voted in favor and the motion carried.

Financial Report:

Nicole made a motion for the board to accept the financial report. Leslie seconded the motion, and all members voted to accept the motion, thus it passed.

Librarian's Report

Programming continues to grow with new book clubs for adults and youth. Tanya is preparing for the summer reading program and working with the UNL extension office, as well as athletes and sports authors for the theme Ready, Set, Read. There is a new

regular student volunteer, but still looking for a part time staffer to help on evenings and Saturdays.

Old Business

- a. **Transfer of ACRC funds**--The process for transferring funds from the foundation is being investigated.
- b. **Patron proof of ID at check out (library card, driver's license, other)**--Due to unauthorized account use, possible theft and security of materials, it was decided that having a system in place for verifying patron ID would be a good idea. This may be accomplished with a photo in the system, showing a library card and/or other photo ID such as driver's license. Heather will draft a revision of the policy for board approval.
- c. **Circulation policy--manga limits**--Due to an increase in the collection of manga and videos, a discussion was held about allowing more of those items to be checked out. Heather will present a revised copy of the policy to the board for approval.
- d. **Exterior drive up dropbox**--After last month's meeting and a discussion with the city administrator (Jessica) and the public works director (Shane), the library is moving forward with the plan to add a drive up dropbox. Heather is getting quotes for different models.
- e. **RFID and book, etc. security**--Radio Frequency ID chips is a big expense up front, however, it would be very beneficial in protecting the collection. Heather has noted a number of DVDs unaccounted for as well as some popular books. Interior cameras would require a lot of time to sort through potentially many hours of video footage. RFID would also allow for a self-checkout station which in turn would free up paid staff.

New Business--none

Meeting was adjourned at 7:20 PM by Chris.

The next meeting date will be a regular meeting on April 20th at 6:00 PM, in the small meeting room of the ACRC.

Minutes submitted by Leslie Gerdes