

Ashland Public Library Board of Trustees
Regular Meeting
October 15, 2014
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, 207 North 15th Street, Ashland, NE on Wednesday, October 15, 2014 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 6:03 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: None

Chris noted the Open Meetings Act posted in the library.

Public Comments: None

Agenda:

Tom made a motion to approve the agenda as written. Chris seconded the motion. All voted in favor and the motion carried.

Minutes:

Approval of the September minutes was tabled, pending a typo and verification that the board did not make a motion to approve any existing policies.

Financial Report:

Heather reported that the budget was approved by the city, but she did not have a report to show since they are transitioning to a different reporting system.

Librarian's Report

Presented by Heather and accepted by the board.

Old Business

a. Meeting room policy

Heather presented a draft of the meeting room policy. The board suggested a few more changes including using "ACRC" instead of "library", wherever applicable, moving the

schedule of fee information for clarity, and setting up PayPal with a nominal fee for reservations.

b. Security Services

Heather is waiting to hear back from Chief Baudler about security camera options. She will also discuss camera quality and lighting requirements for optimal images.

c. Cleaning Services

Heather will meet with Sparkling Clean tomorrow at the new library to talk about contracting their services. She has not been able to find a third party to interview at this time.

d. Review existing policies

The board reviewed a draft of an extensive Code of Conduct. With a few minor changes in wording, it should be ready for approval. Heather also handed out copies of a condensed version, which she suggested could be posted around the library in places like the children's area, where simple language would be better understood. The board also liked the short version as long as there was a reference to the full version.

ACRC Update

At this time, the shelves are supposed to come the first week of December. Heather will find out if books may begin to be moved when the shelving is done, or if we have to wait until the rest of the furnishings are complete; which would put the move during the week of Christmas.

Meeting was adjourned at 7:05 PM by Chris.

The next meeting date will be a regular meeting on November 19th at 6:00 PM in the basement of the library.

Minutes submitted by Leslie Gerdes