

**Ashland Public Library Board of Trustees**  
**Regular Meeting**  
September 17, 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, September 17, 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 6:01 pm by Chris Gossin, President.

**Members present:**

Chris Gossin, President  
Leslie Gerdes, Secretary  
Heather St.Clair, Library Director  
Nicole Chudomelka, Trustee

**Members absent:**

Michelle Powell, Vice President  
Tom Walsh, Trustee

Chris noted the Open Meetings Act posted in the library.

**Public Comments:** None

**Agenda:**

Leslie made a motion to approve the agenda as printed. Nicole seconded the motion. All voted in favor and the motion carried.

**Minutes:**

Nicole made a motion to approve the minutes as written. Chris seconded the motion. All present voted yes. Motion carried.

**Financial Report:**

Financial report was discussed. Nicole made a motion to accept the financial report. Leslie seconded the motion. All present voted yes and the motion carried.

**Librarian's Report**

Presented by Heather and accepted by the board.

**New Business**

a. By-Laws

The By-Laws were amended to state that the board meeting will be "held the 3rd Wednesday of the month", rather than the 2nd Wednesday due to conflicting obligations of board members.

b. Security Services

Heather has been talking to Ashland Police Chief Joe Baudler about security options. At this time he feels that exterior security cameras, with one for each side of the building would be adequate. He is still looking into specific models and Heather will meet with him again.

c. Cleaning Services

Karen from K&M cleaning gave a quote for 20 hours a week. The board discussed what type of services may be needed and felt like 10 hours a week should be sufficient. Also, we would like to get quotes from several other cleaning services or individuals before making a decision.

d. Review existing policies

Nearly all of the existing policies will need some tweaking before the library moves to the ACRC. The only policies that will *not* be slightly revised at this time are the Collection Management, Confidentiality, Copy & Fax, Discrimination & Harassment, Library Card, and Lost/Damaged Materials. Heather will work on the revisions and present the drafts to the board for review.

**Old Business**

a. Meeting room policy

The board would like to include the use of the refrigerator and freezer, as well as some serving utensils in the rental agreement. We also need to discuss a "coffee policy" with the senior center.

**ACRC Update**

Bathrooms are being tiled and a little bit of painting is being done. Donor information is being verified. Due to recent heavy rains, it has been determined that a small retaining wall will be necessary on the west side of the building. Also a little road work will need to be done to mitigate the amount of rainwater runoff that is flooding other residents. In October they plan to work on some landscaping and will also begin meeting every 2 weeks.

Meeting was adjourned at 7:25 by Chris.

The next meeting date will be a regular meeting on October 15th at 6 pm in the basement of the library.

Minutes submitted by Leslie Gerdes