

**Ashland Public Library Board of Trustees**  
**Regular Meeting**  
November 19, 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, November 19, 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 6:06 PM by Michelle Powell, Vice President.

**Members present:**

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

**Members absent:**

Chris Gossin, President  
Tom Walsh, Trustee

Michelle noted the Open Meetings Act posted in the library.

**Public Comments:** None

**Agenda:**

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

**Minutes:**

Nicole made a motion to approve the revised September minutes as well as the October minutes with the exception of correcting "ARCR" on the bottom of page one. Michelle seconded the motion and all present voted in favor to approve the motion.

**Financial Report:**

The financial report was presented in the "new" format which all of the city departments use. The fiscal year runs from October 1 to September 30. Nicole made a motion to accept the final report and Leslie seconded the motion, all present voted in favor and the motion carried.

**Librarian's Report**

Presented by Heather and accepted by the board.

**Old Business**

a. Meeting room policy

Leslie made a motion to approve the meeting room policy pending correction of a few typos. Nicole seconded the motion and all voted in favor so the motion carried.

b. New Library Hours

Heather presented the data for what time of day patrons have been using the library since March and combined with staffing projections for the new library proposed some changes to the current hours. Nicole made a motion to approve the hours for the library as 9 AM-7 PM on Monday and Tuesday, 9 AM-8 PM on Wednesday and Thursday, 9 AM-5 PM on Friday and 1-5 PM on Saturday, with implementation on January 1. Leslie seconded the motion, and all present voted in favor to carry the motion.

c. Security Services

Heather has been talking to Collin McWilliams about technology and security systems. He recommended infrared cameras inside the library which could be networked into the system. Heather is also looking into an alarm system and getting quotes.

d. Cleaning Services

The Sparkling Clean bid was for a minimum of 15 hours per week at \$1800, which would include cleaning supplies. Heather would like to contact one more candidate, Pat Boone, before making a decision.

**ACRC Update**

Construction is practically finished. The carpet is nearly done and they are waiting for a few landscaping stones. Keys are being made and the shelving is supposed to arrive on December 1 and the rest of the furniture on December 8. The moving dates are set for December 15th and 16th if needed. Some volunteers may be needed.

Meeting was adjourned at 7:16 PM by Michelle.

The next meeting date will be a special meeting on January 7th at 6:00 PM, presumably in the small meeting room of the ACRC!

Minutes submitted by Leslie Gerdes