

Homewood Public Library District Board Meeting
Regular Meeting Minutes
Homewood Library
March 16, 2011

CALL TO ORDER – Mr. Bouchie, president, called the meeting to order at 7:30 p.m. Present at that time were Mr. Barr, Mr. Bouchie, Ms. Davis-Bridges, Ms. Eagle, Mr. Flor and Ms. Rauch, administrative librarian.

CONSENT AGENDA – Ms. Davis-Bridges was added to the roll of the February meeting and the number of candidates running for library board in the April 2011 election was corrected in the February minutes. A motion was made and seconded to accept the consent agenda as amended. (Barr/Postma)

LIBRARIAN’S REPORT –

Credit union signature card update – The board president, secretary and treasurer and Ms. Rauch will complete the library’s credit union signature card as required.

Intergovernmental green committee – The board received the minutes from the February 28 meeting of the Homewood Intergovernmental Environmental Committee.

New scanner – Thanks to a gift from the Friends of the Homewood Library, a new scanner has been purchased and is scheduled to be installed Monday, March 21.

Local continuing education workshops update – The board reviewed questionnaires completed by library staff members who recently attended continuing education workshops in the area.

Library Saturday security – Two retired police officers (and avid library users) will be assuming the Saturday security duty at the library.

Statistics – The board reviewed the latest statistics on the use of library resources, which show high usage for all types of materials.

CORRESPONDENCE –

Public comment and patron correspondence: Patrons commented on the recent wine tasting/storyteller program, tax seminars, the DVD collection and the library’s mascot rubber ducks.

COMMITTEE REPORTS –

Advocacy – No report

Facilities – The committee will schedule a walk-through once the new shelving is up in the youth department.

Finance – The library made its latest bond payment as scheduled. The board reviewed the library's combined funds statement of activities, IMET monthly report, and balance sheet of all funds as of February 28, 2011.

Governmental Affairs – No report

Library Resources – No report

Policy – The board completed the second reading of the Donations by the Library, Computer and Internet Use, and Public Comments policies.

A motion was made and seconded to add the Donations by the Library policy to the policy manual. (Flor/Davis-Bridges)

A motion was made and seconded to add the Computer and Internet Use policy to the policy manual. (Postma/Barr)

A motion was made and seconded to add the Public Comment policy to the policy manual. (Postma/Barr)

According to state law, the library must adopt an Identity Protection Act policy by June 1.

Personnel – No report

Audit – No report

NEW BUSINESS

Wood cleaning: The library will engage the services of a furniture and cabinet service to clean and repair the existing wood furnishings for continued use.

End panel modification: A decision about modifying the end panels of existing wood shelving to match the new interior design will be made later.

Job descriptions/classification study: The board discussed working with a consultant to study and reclassify, where necessary, staff job descriptions and wages. It was decided professional services are not needed at this time.

OLD BUSINESS

2011 election: Four candidates have filed for the Homewood Library district board seats. There are no write-in candidates.

MEETINGS

ALA: The American Library Association will hold its annual conference June 23-28 in New Orleans. Some staff members are attending.

LACONI: The annual LACONI Trustee Dinner will be held Friday, April 15.

ADJOURNMENT – Mr. Bouchie adjourned the meeting at 9:00.

Accepted _____

Amy Eagle
Secretary