

September 17, 2018

Board President Larry Jirsak called the meeting to order at 3:33 p.m. in the library auditorium.

**Roll Call**

The following members were present: Larry Jirsak, Mandy Ostdiek, Earl Underwood and Shari Kment. Also present was Library Director Walker and Senior Office Associate Tracy Parr. Tracy will be recording the meeting minutes.

**Notice of Meeting and Agenda**

The meeting was preceded by publicized notice in the Fremont Tribune and the agenda displayed in the municipal building, online at [www.fremontne.gov/library](http://www.fremontne.gov/library) and distributed. A copy of the open meeting law is posted continually for public inspection and is located near the entrance to the Board Room.

**Reading of Minutes**

Board Member Ostdiek moved to approve the August 20th minutes. Board Member Underwood seconded it. Carried.

**Unfinished Business** - 3D Printer Policy. The policy was looked over by the Board and Tina will be sending it back to legal to remove line about weapons and get final approval.

**New Business** –

1. **Library Fees.** The Board looked over fines and fees and are not in support of raising either at this time due to currently raising funds for the expansion. Also the board wants to discuss options for future fines and fees. The recommendation from the board is to maintain status quo on fines and fees at this time.
2. **Patronlink from InfoGroup.** Tina shared with the Board that she recently sat through a presentation about this add on to what we already have from InfoGroup. At this time she doesn't feel like it's a good fit for the library because they would need access to our patron records through our ILS she does plan to share with other community members like the Chamber to see if there is any interest.
3. **Non-Resident Cards.** A discussion was held about opening up Non-Resident cards - county wide. This is something for future discussions.

**Reports**

1. **Directors Report - Director Walker** discussed the lighting problem in the library and that with the help of the DU we will be changing the ballasts out of some of our fixtures to allow for LED bulbs and to help with our lighting situation. Director Walker explained that we are waiting on feedback about the Smith house. We have a CD coming due this month and we are waiting to hear from legal if it can be used for expansion costs. She explained that we are still working on revamping all policies and procedures and that the new manual will copy other libraries formats. Director Walker discussed that we have a few new programs coming up:
  - a. Elisa Cruz is adding a Spanish language table event that will give English speakers a chance to learn Spanish and Spanish speakers a chance to learn English. This program starts next week.
  - b. Kelly Olson has got a group coming in to teach basic computer skills in Spanish. If it goes well we may look at expanding classes. These classes start in October.
  - c. We will be having a Halloween Extravaganza on Fri. and Sat. October 26 & 27 from 6-8. There will be a haunted house upstairs and carnival type games down stairs. The Friends are donating to the event for decorations and prizes.

She said the library staff completing CPR, 1<sup>st</sup> Aid and AED training, the next two classes are Sept 30<sup>th</sup> and Oct. 21<sup>st</sup>. It's important that staff be trained since we have AED units in the library and we are often providing 1<sup>st</sup> aid. Director Walker said we are working on setting up a time for Santa and Mrs. Claus to come for storytime again in December and the Friends are donating again for grand prizes stocking drawings. She let the Board know we are down a 20 hour position. And will be interviewing for that position soon. Director Walker explained that once the expansion goes through we will need to look at hiring another full time staff member for marketing, promotion and outreach. We will also need another supervisor to help cover hours. She explained that the new homeschool patron codes are going over really well.

2. **Expansion Committee Report.** Director Walker stated that there is a private engagement for the Library Advocacy group this Tuesday evening.
3. **Friends of the Library Report.** Director Walker said that the book sale at the drive in liquor store took in \$1,100 in sales in August and is going really well.

With no further business, motion to adjourn was made at 4:33 p.m. with Board Member Underwood making the motion and Board Member Ostdiek seconding it. Carried.

(Signed) by Tina Walker, Library Director