

**MINUTES OF THE PATRICK HEATH PUBLIC LIBRARY
ADVISORY BOARD MEETING
June 13, 2013**

Vice-Chair Brian Cartwright confirmed that a quorum was present and called the meeting to order at 6:25 p.m. Also in attendance: Shirley Hord, Carol Green, Jeanne Clark, Rita Weber, Paula Petty, Kelly Skovbjerg and Sandy Johnston. Absent: Ashlee Pfeiffer and Chuck Bardwell.

Guests

No guests were present.

Reading and Approval of 5/9/13 Minutes

The minutes of the last meeting were read. Shirley Hord moved to approve and Carol Green seconded. Motion carried.

Citizen Comments

None.

Library Director's Report

The library will be closed on July 4 and 5 in observance on Independence Day. Our strategic plan was approved by City Council on May 28. We already working on ways to implement the goals we have set out in the plan. We will update groups quarterly to share what goals we have met and where we are on meeting other goals.

Beginning June 4 we will be issuing new cards to patrons with old cards. The new cards have the correct name of the library and current address and number. Patrons can keep their old cards for their scrapbooks if they desire.

The City's windmill dedication ceremony took place May 30 honoring Bill and Nancy Sultenfuss for their heartfelt contribution of Bill's family windmill and water tank from the Sultenfuss Ammann Ranch, the second oldest ranch in Kendall County. We thank Bill and Nancy for their passion for history and their valuable and lasting contribution to the Heritage Plaza, located on the library grounds.

For the Berges Fest parade on June 15 Johns Road at N. Main Street, on both sides, will be closed from between 8:00 a.m. and 8:30 a.m. until noon. Employees and Friends book store will need to be at work early or use the Care Choice parking lot next to library to get into library with ease.

Signup for the **Park It and Read** summer reading program began on May 28. The library's Website lists programs and events for kids, young adults and adults. We currently have 425 kids registered in the Youth Department and 55 in the Young Adult Department. It is going to be a busy summer full of activities. The Yellowstone exhibits and Tom Murphy photographs will be in the library until August 15.

Library Foundation Off the Shelf Event with Tom Murphy on May 23 was a success with around 150 guests attending.

The Friends will be open an additional day throughout the Summer. They will be open in June and July on Mondays 10:30 a.m. to 12:30 p.m. July 24 will be the last Monday open. There will be sales on children's books and other specials throughout summer.

Adult Services

The next **Magical History Tour** will be held on a special date: June 18 at 9:30 a.m at Rudy's BBQ in Leon Springs. We'll caravan to various local sites along with author Marlene Richardson. Following the field trip we'll head back to Rudy's for lunch.

Park It and Snap a Shot! Part of our Yellowstone Summer Experience, this photo contest for adults highlights favorite reading spots outdoors whether it's in a national park, local park or your own backyard. Winners will be announced July 31. Contact Robin Stauber for information.

Summer computer classes have begun on June 17, Alicia will teach iPad 101 and how to download library e-books to an iPad on June 24. These classes run from 4:30-5:30 p.m. Regular computer classes began on Tuesday, June 4. Classes in English are at 10:00 a.m.; classes in Spanish are at 6:00 p.m. Classes run for one and a half hours. Individual topics include use of the mouse, keyboarding, Microsoft Word, Internet Explorer, search engines, email and technology trends. We will also offer babysitting for the Spanish computer classes in the evening.

We are also looking for volunteers to help run the different stations for the Far Out Camp Out! On Thursday, June 27 from 2-11 p.m. for young adults. Please contact Robin if you are interested in helping.

Committee Reports

None.

Old Business

Unattended Children and Disruptive Behavior

Carol Green made a motion to untable this policy from the last meeting and Rita Weber seconded. Motion carried. The Board recommended that language be added to both the unattended children and disruptive behavior portions of the policy defining chronic abuse of rules as three times in a school semester. Paula Petty moved to approve with the above changes and Carol Green seconded. Motion passed.

Facilities and for-profit organization use:

Shirley Hord made a motion to untable this policy from the last meeting and Paula Petty seconded. Motion carried. The Board suggested we rent the community room to for-profits for \$50 an hour with a two-hour minimum use (including set up and takedown). They also want to charge a \$150 deposit. When we asked if they thought we should charge that to non-profits as well they said yes but that I would have the discretion to waive that fee for organizations that have proven themselves trustworthy (this is covered in the policy under Exceptions). We could charge the deposit at the first of the year for groups using on a monthly basis and give it back after the 6-month period of use. Also a suggestion was made that a checklist be created for anyone using the facility of things to be done after use of the room. Rita Weber made a motion to table this policy to make the changes and add a checklist and Paula Petty seconded. Motion carried.

New Business

Paging Policy

Carol Green moved to approve and Paula Petty seconded. Motion carried.

Gift Acceptance Policy

Carol Green moved to approve and Paula Petty seconded. Motion carried.

Other Business.

None.

Paula Petty made a motion to adjourn the meeting at 7:30 p.m. and Shirley Hord seconded. Motion carried.

The next meeting is scheduled for June 13, 2013 at 6:00 p.m.

Respectfully submitted on June 24, 2013,

Sandy Johnston