

**MINUTES FROM THE PATRICK HEATH PUBLIC LIBRARY
ADVISORY BOARD MEETING
November 10, 2016**

In attendance: Susan Nelson, Ashlee Pfeiffer, Woody Woodard, Rita Weber, Richele Poston, Sandy Johnston and Kelly Skovbjerg. Absent: Ann Meyer, Karen Hill, and Martha Schaefer.

Guests

None.

Minutes

The minutes of the October 13, 2016 meeting were read. Woody Woodard moved to approve and Susan Nelson seconded. Motion carried.

Citizen Comments

None.

Library Director's Report

Kelly Skovbjerg presented the October Director's Report (attached) which highlights activities and accomplishments by department. The report also includes photos of events and a calendar for November activities at the library.

Committee Reports

Display Committee:

None.

Old Business

Strategic Plan 2016-2019

None.

Open Carry

None.

New Business

Program Policy

Susan Nelson made the suggestion to remove a few extra lines as a matter of reformatting the document. Ashlee Pfeiffer thought we should keep the words "celebrating diversity" under Youth Programs on page one and not delete from the policy. Susan Nelson moved to approve the policy with changes and Woody Woodard seconded. Motion carried.

Copyright Policy

Karen Hill sent a suggestion by email stating the last sentence under the Notice section at the bottom of page two was not necessary. Woody Woodard moved to approve with changes and Susan Nelson seconded. Motion carried.

Technology Policy

Kelly Skovbjerg made the suggestion of adding page numbers to the policy. A suggestion was made to clarify that a Nabi is a tablet as well. A suggestion was also made to change the wording with regard to in-house and circulating tablets being returned to the desk in the Youth Services Department. On page three under "Fines" a suggestion was made to remove the actual time deadline to state that materials are overdue at close of business on date due. Rita Weber moved to approve with changes and Woody Woodard seconded. Motion carried.

5-year comparison report/turnover stats

Kelly Skovbjerg shared with the board the stats over the last 6 years. This report is attached. Many factors contribute to differences in numbers from year-to-year, including more hours and days open and increase in number of programs. Overall the library is happy with the numbers and continues to strive to meet the needs of the community.

Other Business

It was determined that there is no urgent business to discuss at the December 8, 2016 meeting. Woody Woodard made a motion to cancel the meeting in December and Richele Poston seconded. Motion passed. Happy Holidays everyone!

The next meeting will be January 12, 2017.

Respectfully submitted on November 15, 2016

Sandy Johnston