

**MINUTES FROM THE PATRICK HEATH PUBLIC LIBRARY
ADVISORY BOARD MEETING
February 14, 2019**

In attendance: Karen Hill, Susan Nelson, Susan Whipple, Greg Woodard, Ann Meyer, Martha Schaefer, Sandy Johnston, and Natalie Morgan. Absent: Ashlee Pfeiffer, Richele Poston, and Kelly Skovbjerg

The meeting was called to order at 6:00 p.m. by Chair, Susan Nelson.

Guests

None.

Minutes

The minutes of the January 10 meeting were read Martha Schaefer moved to approve, and Greg Woodard seconded. Motion carried.

Citizen Comments

None.

Library Director's Report

Natalie Morgan, Assistant Library Director, presented the January Monthly Report (attached) which highlights activities and accomplishments by department. The report also includes photos of events and the February calendar of activities at the library. We recently hired two new part-time people: Leah Mayo and Rachel Pecotte.

Committee Reports

None.

Old Business

Strategic Plan 2017-2019

There is no update on the current strategic plan. The library's FY20-22 Strategic Plan update will be discussed later in the agenda under New Business.

New Business

Unattended Children

The board agreed to table this policy as the library has not had a response yet from the City Attorney.

Collection Development Policy

Greg Woodard made a motion to approve the policy with suggested changes and Susan Whipple seconded. Motion carried.

Strategic Plan FY2020-2021

For FY20-22, the library would like to use the advisory board's expertise to update the strategic plan. Broadly, we would like for the advisory board to assist in reviewing the existing plan, assessing benchmark libraries, designing processes, surveying the community, speaking with organizations and generating support for the plan. The board represents the community and your input is invaluable in the planning process. Further information will be provided at the March meeting.

Support Groups

Nothing new to report for the Friends of the Library. They continue to support the library through sales at the Bookshop. Ann Meyer shared with everyone the letter she wrote to the Library Foundation Board expressing her disappointment in the number of spelling errors in the donor list in their year-end review and her concerns that money that is donated to the Foundation isn't exclusively going to the library.

Other Business

Natalie Morgan brought up the possibility of materials being checked out for 3 weeks to determine the Board's opinion and any concerns. No one expressed any concerns except that the new or popular books may take longer to get to the next person on reserve.

Date for Next Regular Meeting

The next meeting is scheduled for Thursday, March 14, 2019 at 6:00 pm in the PHPL second floor conference room. Greg Woodard said he would not be here for the March meeting.

Respectfully submitted on February 21, 2019.

Sandy Johnston