

**MINUTES FROM THE PATRICK HEATH PUBLIC LIBRARY  
ADVISORY BOARD MEETING**

**February 10, 2022**

In attendance: Susan Nelson, Jennifer Hackett, Lora Beth Escalante, Amy Bean, Laura Bray, Trinh Arietta, Sandy Johnston, and Natalie Morgan. Absent: Kelly Skovbjerg, Karen Hill, and Greg Woodard.

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

**Guests**

None.

**Minutes**

The minutes of the January 13, 2022 meeting were read. Laura Bray moved to approve, and Jennifer Hackett seconded. Motion carried.

**Citizen Comments**

None.

**Library Director's Report**

Natalie Morgan, Assistant Library Director, presented our monthly report (attached) which highlights activities and accomplishments by each department and includes a calendar of upcoming events.

**Committee Reports**

None.

**Strategic planning:**

Eric P. Lashley, strategic planning consultant from Partners Library Action Network (PLAN) asked the board questions from the Harwood Institute which address needs and aspirations of the community and how the library can respond to those needs. The board is very concerned about growth and how it is being managed. There is also concern about future water availability. The board also discussed the number of people who were unaware of the programming the library had available. Both the staff and board talked about the need for marketing. There was discussion about the lack of assistance the school district can provide to the library in terms of promoting library programming.

**Support Groups**

The Friends are still very successful in sales. They did not hold a February meeting. The BPLF domain name has not been transferred to the City yet. We are working with a CPA to do a

balance sheet instead of a full audit on the financials. There are 3 people interested in being on the BPLF board and Kelly hopes to set up a meeting with them in February.

### **Policy and procedure for materials and display challenges**

Jennifer Hackett moved to accept the reconsideration form with the suggested changes and Amy Bean seconded. Motion carried.

### **Collection Development Policy**

After further discussion with the City Attorney, it was suggested that we add back in that City Council is the final arbiter of any appeals process. Amy Bean moved to accept the policy with the recommended changes and Trinh Arietta seconded. Motion carried.

### **Community Display Policy**

After further discussion with the City Attorney, it was suggested that we add back in that City Council is the final arbiter of any appeals process. Laura Bray moved to accept the policy with the recommended changes and Jennifer Hackett seconded. Motion carried.

### **Resolution regarding displays**

Jennifer Hackett moved to accept the Resolution of Annual Observances and Amy Bean seconded. Motion carried.

### **Bylaws review**

Nothing to report.

### **Update on circulation plan**

We are currently working on promotional materials for the Amnesty Plan. We will be notifying the community through news articles, social media, and signage. We will also call people to ask them to bring back materials. We are emphasizing that we just want the materials back to clear accounts.

### **New Business**

#### **Licensed Carry (now Firearms)**

The board addressed a concern in paragraph three that it is not clear if the items listed below are all relevant to the library. The board tabled this policy until next month.

#### **Emergency Response Procedures**

Laura Bray made a motion to accept the procedures with the suggested changes and Trinh Arietta seconded. Motion carried.

### **Other Business**

None.

### **Date for Next Regular Meeting**

The next meeting is scheduled for Thursday, March 10, 2022, at 6:00 p.m. in the 2<sup>nd</sup> floor conference room at the library.

Respectfully submitted on February 15, 2022  
Sandy Johnston