

**MINUTES OF THE PATRICK HEATH PUBLIC LIBRARY
ADVISORY BOARD MEETING
July 14, 2011**

President Jeanne Clark confirmed that a quorum was present and called the meeting to order at 6:09 p.m. Also in attendance: Jeanne Clark, Brian Cartwright, Ashlee Pfeiffer, Carol Green, Rita Weber, Kelly Skovbjerg, and Elisa Welder. Members Chuck Bardwell, Russell Hawkins and Paula Petty were absent.

Guests

No guests were present.

Reading and Approval of 6/9/2011 Minutes

The minutes of the last meeting were read. Ashlee moved to approve, Carol seconded. Motion carried.

Citizen Comments

None.

Library Director's Report

Statistics reports demonstrate a marked increase in numbers from May to June. The Board were particularly impressed with the number of new cards made in the first month the library was open.

Committee Reports- AALS Advisory Council Member, KCLAB Rep

None. It was decided that KCLAB can be removed from the agenda.

Local and Family History Archives (LAHFA) Update

None.

Old Business

Use of Facilities

Kelly outlined the challenges being faced due to the community rooms. Proposed times have been extended until 9:00 pm Monday through Thursday. Currently only one group remains after 9:00 p.m., which isn't currently an issue but will be once the security system starts being used. The Board recommended telling the group to be out by nine or pay a fee. Additionally, Kelly described the special events issue-organizations want to use the PHPL to hold events (art shows, wedding receptions, etc). While this would clearly generate revenue, there is also the issue of competition with other community rooms offered throughout the community, and with determining who would and would not be allowed to use the room. Jeanne surmised that the Board could either reaffirm or amend the policy to accommodate for these problems. Ashlee moved to accept the policy with the time change but otherwise reaffirm. Brian seconded. Motion carried.

Computer Use

In light of several recent incidents, Kelly has proposed a change to the Computer Use policy which more directly prohibits the viewing of obscene material on public computers. This is on the City Attorney's advice to make the language in the policy explicit on this matter. Carol moved to accept the policy with the change, Rita seconded. Motion carried.

New Business

Implementing written procedures for disruptive adults

There's a policy for disruptive children, but not adults. Jeanne put forward that the Customer Conduct policy could be amended to include procedures for chronic disruptive behavior from people over eighteen. It was determined that at the very least consequences for such behavior and the prohibition of viewing obscene materials need to be added. Jeanne suggested that the Customer Conduct policy be reviewed again at the August meeting.

Paging Policy

Changes- the section detailing where patrons can find a pay phone has been removed. A cordless phone is now provided at the front and upstairs information desks. Rita moved to accept the policy with changes, Carol seconded. Motion carried.

Reference Services

Only change to the policy was changing the name of the library. Ashlee moved to accept, Carol seconded. Motion carried.

Wireless Use

Hotspot language has been removed. It was determined that the policy cannot be properly reviewed until the instructions on how to print from a wireless device have been added. Ashlee moved to table the policy until these instructions are available, Brian seconded. Motion carried.

Non-Monetary Gift

Kelly would like to add to the current policy a requirement that all non-monetary gifts go through an application process with the Advisory Board before they can be accepted. The specifications were discussed but couldn't be agreed upon. Ashlee moved to table the policy, Carol seconded. Motion carried.

Friends Update

The problems with the building were outlined, as were the details of the loaning of furniture from the City to the Friends.

Foundation Update

The Foundation is working on phase 2 of the capital campaign, and hopes to obtain funding for a heritage garden, wooded walking area, and outdoor playground. They are also working on assembling an art committee.

Other Business

The broken roofing panel was discussed again. Carol agreed that her husband would come in to look at the drawings of the building to see if the panel was intended to be like it is. Lighting issues are still waiting to be fixed. The coffee kiosk cabinet has yet to arrive.

Carol moved to adjourn, Brian seconded. The meeting was adjourned at 7:47 p.m.

The next Library Advisory Board meeting will be held on Thursday, August 11, at 6 p.m.

Respectfully submitted on July 15, 2011,
Elisa Welder