

**MINUTES OF THE PATRICK HEATH PUBLIC LIBRARY
ADVISORY BOARD MEETING
September 8, 2011**

Secretary Rita Weber confirmed that a quorum was present and called the meeting to order at 6:10 p.m. Also in attendance: Chuck Bardwell, Paula Petty, Carol Green, Brian Cartwright, Natalie Morgan, and Elisa Welder. Absent: Ashlee Pfeiffer, Jeanne Clark, and Russell Hawkins.

Guests

Katherine Long from the Kendall County Democratic Club,

Reading and Approval of 7/14/2011 Minutes

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

Citizen Comments

Katherine said that the KCDC were long-time users of the library and were willing to step in and help in any way they could.

Library Director's Report

Natalie updated the Board on several recent events, including the YouTube video which features Kelly and the Smithville tour. PHPL will be applying for the Best Small Library in America award, as well as several architectural awards through OCO Architects. City Council will be updated on the library's progress in the first three months on September 13. Storytimes have started up again; Live at the Library and computer classes start up again on September 13. Music for the former of these is scheduled through May, and the acts will perform in the popular materials/café area, as well as outside on the lawn on occasion. Paula commented that Storytime had about fifty attendees in its first week.

Committee Reports- AALS Advisory Council Member

None.

Local and Family History Archives (LAHFA) Update

Natalie reported that the LAHFA group has turned into a very productive department. They're working on expanding the collection, digitizing the archives, and assisting the adult services department with Family History Month in October.

Old Business

None.

New Business

Friends Update

The Friends are still waiting to hear back from the bonding company before selecting a contractor to move forward with the completion of their building. Their sale took place on September 10. They're looking to elect at least two, possibly four, new officers (president, 2nd vice president, treasurer, and historian) and have started planning for their December sale/grand opening and Christmas party.

Foundation Update

The Foundation has remained extremely active after the completion of PHPL. They continue to work on obtaining underwriting for Live at the Library, funding Paws for Reading, and grants for outdoor amenities. They've also formed a Christmas decorating committee, which has already started meeting.

Customer Service Policy

Only change was from BPL to PHPL. Carol moved to accept with changes, Paula seconded. Motion carried.

Emergency Response Procedures Policy

Carol noted the question mark about the battery-operated radios. Natalie said that the question mark was there because she wasn't sure we own any battery-operated radios; Chuck suggested that we purchase some. There was some discussion about various procedures which aren't addressed in the policy—how to turn off gas, what to do if the elevator goes out, where to go in a tornado, etc. The Board advised that this policy be tabled and addressed at a later date, once it's been amended.

Other Business

Natalie outlined some issues we've faced with the study rooms. The current policy is ever-evolving; we aren't sure how strict it needs to be. The Board agrees that the rooms should remain locked, that some identification should be required to check out a room (library card or, failing that, a driver's license), and that patrons are welcome to use the larger rooms, as long as they are willing to move if a larger group comes along. They want all of these added to the policy, and would like to review the policy at the next meeting.

Paula moved to adjourn, Chuck seconded. The meeting was adjourned at 6:45 p.m.

The next Library Advisory Board meeting will be held on Thursday, October 13, at 6 p.m.

Respectfully submitted on September 12, 2011,
Elisa Welder