

**Library Board Meeting
Thursday August 23, 2018
7:00 am
Library Meeting Room**

Open: Present: Bullette, Goltz, Leary, Ott, Salerno and Director Williams
Absent: Boyden and Craft

Guest and Public Comments: None

Approval of Minutes: Motion to approve July 26, 2018 minutes was made, and seconded. Motion carried.

Treasurer's Report:

- Approval of library bills Boyden provided a written report All bills approved
- Endowment Fund update Current Balance is \$181,832. Up over 6% for the year.

Director's Report received a second proposal from a second credit card swiping system, fines can now be paid through KOHA system. Square has been deactivated.

Review & Discuss

SCLS Circulation Services Subcommittee proposal: purge accounts over 10 years old and under \$100, is a \$6,000 question for us. Low likelihood of collection on accounts that old, Consensus is to OK that policy. Williams has been periodically sending letters to those with largest fines, starting with those with the 10 largest fines and moving down the list, 10 customers at a time.

Patron laptops-have \$400 in capital equipment account and \$1,202 in a rebate, SCLS cost is about \$1,300, has software to purge information after use, shuts down computer when time limit is reached, may need to use a thumb drive to print. Williams will test the system to see if direct printing is possible and will adjust the policy to reflect whether a thumb drive is necessary.

Student government participants-Village has 4 students attending meetings and some committee/board meetings. Two students are interested in attending library board. Consensus was to allow attendance if they want to attend.

Donations-no change in policy change is required

The Employer Group proposal- Motion to approve scope of services under Employer Group proposal made and Seconded. All in favor.

Motion to pay in full from Fund Balance was made and seconded. Motion carries with one vote against.

Payment Services Network, Inc. proposal (covered under credit card swipe system, above)

Policies & Procedures for Approval

Circulation policy- current policy of requiring permanent address is inequitable to those without a permanent address. **Motion to approve proposed amendment to Library Card holder policy made and seconded. Motion carried.**

Exhibit and Display policy

Computer, Internet, and Gaming Policy -Motion to approve revisions to policy as amended made and approved. Motion carried.

Pest Control-Mount Horeb has not had this problem but other libraries have, policy was presented for review but no action

Internal Policies for Approval

Comp Time-tabled

Future Agenda items -Comp Time, Pest Control policy

No closed session.

Adjourn motion to adjourn made and seconded. At 8:03. All in favor.

Next Meeting September 26 at 7:00 am