

Solon Public Library Board of Trustees Minutes (approved)

Regular Board Meeting

September 13,2010

Patty's Grill

Members In Attendance: T.L. Green, Deanna Kleinsmith , Chuck Panzer, Margaret Pardini, Kari Pyle, Paula Sears, Director Kris Brown.

Members Absent: Ron Herdliska

Call to Order: 7pm

Approval of Agenda: Motion to approve by Green, second by Sears. Passed

Approval of Minutes: Motion to approve by Green, second by Pyle. Passed

Citizens Speak:

Cassandra Lippincott , City Administrator of Solon, presented ideas related to library maintenance and looking into the possibility of having public works staff take care of routine maintenance. Currently various tasks are performed by library staff and other tasks are performed by city workers (eg mowing, changing light bulbs etc...) Also, Public Works Director Scott Kleppe stops in to address some items. Cassandra thought board members and the director might consider utilizing the maintenance line item in the budget be directed to the city and have all maintenance done by city employees Director Brown was not present at the beginning of the meeting, so Lippincott stated that she will meet with her and perhaps Kleppe to discuss further details.

Paul Gilliespe from Recorded Books presented an on-line language database program for SPL to consider purchasing for patrons. At present 69 languages and ESL (English as second language) are available for instruction, tutorials, etc. This is a data base that can be downloaded to personal computers (Mac and PC) from the library website for patrons with a library card. Some languages are on flash drives to check out. A demo as well as printed material was provided. In addition to the data base, the subscription includes training of staff, community kickoff instruction on useage and technical support.

Librarian's report:

New custodian .Kris McAtee hired at \$10/hr for 10 hours per week. There were 5 applicants

Motion by Green, second by Pyle to pay bills as presented.

Old Business:

Discussion and possible action regarding new movie policy (including collection development and circulation. Motion by Green second by Pyle to adopt Audio and Visual Media Policy, paragraph 1,3 and 4, (omit paragraph 2). Passed

unanimously. This policy will be included in the General Collection Development Policy. This policy addresses the variety of audio-visual materials available for patrons of all ages on a variety of subjects.

Discussion and possible action on establishing a meeting room policy. Move to table by green, second by Pardini, until input from city. Passed

Discussion, possible action on final approval of confidentiality policy. Tabled buy acclimation d/t unavailability of documents.

New Business:

Initial discussion of annual library directors evaluation: Reminder to turn in evaluations. Pardini and Sears to compile results, meet with Director then present at next board meeting.

Recorded Books Motion by Green, second by Sears to purchase Recorded Books data base subscription for \$2000. Funding from state monies as available, otherwise to be determined.

Discussion of possible meeting day change: Second Monday (current meeting day) of the month meeting rooms are in great demand and small study room very crowded for library board to meet. Last Monday in the month may be a possibility. May need to have two meetings in one moth to allow for schedule change if adopted. Other possibilities are to meet at locale other than library.

Next SPL Board meeting: October 11th 7pm

Next meeting agenda items included but not limited to:

Director Evaluation.

Meeting room policy/ reserving/ fees

Confidentiality policy

Changing meeting day of library board

Technology plan

Adjourn @ 8:40pm