## **Minutes of Solon Public Library Board**

Date: March 25, 2013

Present: Kari Pyle, Jeff Schadler, Paula Sears, Deanna Kleinsmith, Jeff Kreinbring, Jackie Nemecek, Kris

Brown (Librarian)

Absent: Mike McLaughlin

Call to order: The meeting was called to order by Paula Sears @ 7:03.

Approval of Agenda: It was moved by Kleinsmith , seconded by Pyle to approve the agenda.

**Approval of Minutes of previous meeting**: It was moved by Kreinbring, seconded by Kleinsmith to approve the minutes.

Citizen's Speak: none

## **Committee Reports:**

• Building/Facilities (Jeff Kreinbring)—no update

- City Council (Kari Pyle)—no update
- County (Jackie Nemecek)—no update
- Policies (Mike McLaughlin)--absent
- CD/Finances (Jeff Schadler)—CD due in May
- Foundation/Friends (ad hoc)—
- Marketing (Paula Sears)—no update
- Evaluation (Deanna Kleinsmith)—no update

## **Librarian's Report**: (see Kris' notes)

- Approval of Bills—next month Kris will bring the monthly list of expenses to date. Kleinsmith
  moved, Kreinbring second to approve the payment of the bills. Approved by unanimous voice
  vote.
- Programs—May want to advertise the foreign language program.
- Circulation—still getting comfortable with new system; using both new and old system at this time. Discussion of the new catalog system. Ebook access will be through the electronic catalog system in the future and this may be confusing for patrons when it happens.
- Budget—
- Other—
  - Foundation report: struggling to have a regular quorum for their meetings. Discussion—
     Library Board felt it was important to support the Foundation for the long term.
  - Our temporary story time facilitator has done a very good job. Thanks to Debb Green.
     There will be a formal offer to Carey Major to be our new children's librarian. We're just waiting for reference checks to come in.

**Old Business:** 

Discussion of additional fee for cover art, reviews and other features through "Card Catalog." This would be \$800/yr. Will be an on-going expense. It will be a marketing tool for the library. Moved by

Kleinsmith, seconded by Kreinbring to try this. Approved by unanimous voice vote.

Discussion re: the exit interview from Jen.

Discussion re: Policy for Emergency Closing of the Library. A few changes were made to the draft policy.

Moved by Kleinsmith, seconded by Kreinbring to approve as modified. Approved by unanimous voice

vote.

**New Business:** 

Discussion re: possible postage fee for Interlibrary Loan. Draft policy was discussed. Moved by Kleinsmith to change ILL policy to free service at the fiscal year, seconded by Pyle. Approved by unanimous voice vote. Send to Mike McLaughlin to write as an amendment to the current policy

statement.

Discussion re: community input for long range plans. Information provided by Kris about surveys.

Review of our technology plan update has been delayed until next month.

Adjournment: moved by Kreinbring to adjourn, seconded by Schadler. Approved by unanimous voice

vote. Adjourned at 8:20.

**Next Meeting:** 

Technology plan

Introduction of our new Children's Librarian

Possible webinar to view: Trustees Top Five Major Board Responsibilities: #4 Planning for the Future

Approved by unanimous voice vote on April 22, 2013.

Submitted by: Jackie Nemecek