

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

**Date :** 3/27/17

**Present:** Paula Sears, Bill Waldie, March Sutton, Seth Smith, Katie Patel, Jackie Nemecek, Bob Lancaster, Kris Brown (Librarian)

**Absent: none**

**Call to Order:** The meeting was called to order by Nemecek at 7:00p.m.

Introduction of new board member, Seth Smith

**Approval of Agenda :** Upon motion by Smith and second by Sutton, the agenda was unanimously approved.

**Approval of minutes of previous meeting:** Upon motion by Waldie and second by Sutton, Feb, 2017 minutes were unanimously approved.

**Citizens Speak:** We received an email of appreciation for use of the facilities from Harm & Debra Holthouse

### **Committee Reports :**

- Building/Facilities (Lancaster) - ICN - they are trying to decide if they need to have a technician on site to test the ICN before we sign a contract, if yes, then we'll find a common date to come do this. Will give us a free test period before we commit. Bob has a message into Scott Kleppe regarding the divider wall.
- County (Waldie) - none
- Policies (Patel) - none (except old business)
- CD/Finances (Sears)-none
- Marketing (Sutton/Waldie) - March and Kris discussed the accreditation process, what standards we meet and what we exceed and how they plan to use that information to market ourselves. Library awareness week is coming in April. End of April they will debut the new quarterly newsletter to the board before sending to patrons.
- City/Library Committee (Patel/Nemecek) - none

**Librarians Report:** Inventory is approximately 33% complete; Currently working on programs for Money Smart Week at the end of April, focusing on small business start-ups; New this week for the window display "Parents of Autistic Children" and at the end of April into May will be a joint Poetry month project with School Media Center.

Lori Linder, the Youth Services Librarian gave a 30 minute presentation to the board on the benefits of early out activities. Among the highlights: For accreditation, in order to maintain our

Tier 3 standard, we're required to provide youth programming. Tier 3 is the highest standard at the state level, which also translates into higher funding levels from the state. Aside from being required, this programming meets a community and societal need for those we're held accountable to, the taxpayers. After school programming opens opportunities for community partnerships, and the available help narrows the gap between socio-economic groups. Part of our state dollars were used this year to purchase STEAM rich project supplies which have been embraced enthusiastically by the kids. Offering these programs in a safe and inclusive environment contributes to social and emotional learning and offers some of our older middle school and high school students opportunities to build leadership experience and skills.

**Approval of Bills :** It was recommended that the bills be approved for payment. Upon motion by Smith and second by Lancaster, the bills were unanimously approved.

**Foundation Treasurer's Report -** No treasurers report (no meeting)

**Old Business:**

**Discussion and possible action regarding an investment policy:** Bill will draft a paragraph for discussion next month. Tabled for April

**Discussion and possible action regarding upgrade of internet service:** Tabled for April

**Discussion and possible action regarding volunteer policy:** Changes were made to language and a couple grammatical issues, a revised draft will be emailed and reviewed for approval at the April meeting

**New Business:**

**Discussion and possible action regarding the use of 2017 State funds:** Received \$2267 this year. It's about \$1,000 less than previous years. Need to spend before June 30th. Kris will bring additional "needs" options to the next meeting.

**Discussion and possible action regarding the process of collecting fines:** Fines reviewed and approved - motion by Smith 2nd by Waldie

**Discussion and possible action regarding Library Board training:** The board had 30 minutes of training this evening from Lori regarding the Value of After School Programming at Libraries. Next Board training will be in May regarding Making Library Boards more Effective (parliamentary procedure)

**Adjournment:** Sears moved to adjourn. Meeting adjourned at 8:44pm

**Next Meeting: April 24, 2017 at 7:00p.m.**