

WELLS BRANCH COMMUNITY LIBRARY DISTRICT MINUTES
Wednesday, September 12, 2018

Meeting began at 6:35pm. Board Members present were Faye Cormier, Jill Traffanstedt, Ralph Simon, Lindsay Martinez, and Christine Bloemsma. Director Donita Ward was present.

Citizen Comment: none

Regular Reports:

1. Secretary report, to include minutes from previous meeting August 5.
 2. Treasurer's report, including reports to refer to audit
 3. Friends of the Library report – no meeting since previous board meeting.
 4. Director's Report, including discussion and/or approval for the following:
 - a. facility maintenance issues
 - b. budget amendments
 - c. Family Place Grant training (approx. 30-45 minutes)
 5. Committee/Workgroup Reports
 - a. Homebound Services – Jeremy will provide “elevator speech” for advocates.
 - b. Marketing – new logo promotional items have been used.
- Jill moved to accept all reports, move \$3000 from reserve income to advertising Christine seconded. Unanimous approval.*

Action Items:

1. New Trustee Lindsay Martinez was sworn in to fill the position vacated by Matt Sims. Lindsay Martinez will be FOL Liaison. Ralph Simon will serve as Vice President.
2. Discuss and take action on participation in the Association of Community Library Districts to include collaboration with other district libraries to hire a consultant for the purposes of watching legislation and advocating for library districts during the legislative session. *Jill moved to continue participation. Lindsay seconded. Unanimous approval.*
3. Discuss and take action on proposed contract from Technology for Education to perform higher-level computer and server repairs and maintenance. *Tabled – bid came in high, with service “more robust” than we’re looking for – they’ll re-bid.*
4. Discuss and take action on updates to the Safety and Disaster Policy and the Reference Policy. *Ralph moved to approve. Jill Seconded. Unanimous approval.*
5. Discuss and take action on updates to the Circulation Policy.
Jill moved, Christine seconded to accept Donita's changes, except to strike one sentence in current policy, the removal of which will allow staff to accept ID of record to check out materials.

Trustee Items:

Upcoming agenda items: 2019 Budget, personnel policies before year-end.
Next meeting Wednesday October 10 6:30pm.
Meeting was on break 8:36 to 8:39pm

Family place training for board, presented by Donita Ward. www.familyplacelibrary.org
Toys important as books 0-4. No “characters” – more pure play. Help parents guide free play.
Play area opens daily 12-5pm. Collection of parenting books in FP area. Family workshop series begins Feb —topics are proscribed by the program, we hope to have catchy names.

Christine moved, Lindsay seconded meeting be adjourned. Unanimous approval.