

ALEXANDRIA-MONROE PUBLIC LIBRARY BOARD

Meeting Minutes

October 11, 2018

MEMBERS PRESENT: Bob Rogers, Shelby Thomas, Pam Blake, Melissa Giles, Jennifer Ward and Neal Starkey.

MEMBERS ABSENT: LeeAnne Fisher and Suzi Remington

CALL TO ORDER:

President Bob Rogers called the meeting to order at 6:05 P.M. Minutes of the August and September meetings had been sent to each member prior to this meeting. Neal mentioned that there was an error in the August minutes. The date of the next meeting should have had the month listed as September rather than August. Melissa said that she would make the correction. Shelby Thomas moved to approve the August minutes as amended; Pam Blake seconded and the motion passed. Shelby then moved to approve the September minutes as presented. Jennifer Ward seconded and that motion passed as well.

OLD BUSINESS:

2019 Budget Adoption: Neal explained to the Board that the Council approved the budget in September and now the Board needed only to vote to adopt the approved budget. There were a few questions from Board members about details, and Neal was able to answer each to everyone's satisfaction. Melissa Giles voted to adopt the 2019 budget as approved by the Madison County Council. Shelby Thomas seconded and the motion passed unanimously.

NEW BUSINESS

- a. Personnel Actions: Melissa Giles moved to approve the personnel actions for the previous month as presented; Jennifer Ward seconded and the motion carried. The Board wishes to welcome Cameron Becker and Stephanie Wilson, our most recent additions to Youth Services, to the AMPL family. We look forward getting to know you and watch your skills and abilities grow with us!
- b. Destination: Library!: Included in the packet that Neal sent out to the Board prior to this meeting was a proposal developed by Neal working closely with Kleenco (who donated their time and services for this effort). Included in the proposal material were suggestions for various projects intended to update and enhance our library, specifically relating to landscaping and grounds safety. The Board had many questions and Neal explained that what he wanted to accomplish now was to get the Board's feedback for fundraisers, with this being his suggestion for the first area on which to target fundraising efforts. The Board agreed that there is a definite need to target funds for the library grounds; both safety issues and general curb appeal require addressing. At the same time, Board members also mentioned concerns about vandalism that in the past has, and continues, to thwart landscaping efforts. Overall the response was positive, and Neal will move forward with fundraising plans. He will keep the Board apprised of his efforts.
- c. Food for Fines: The Board reviewed the Food for Fines Proposal- 2018. Everyone expressed enthusiasm about the campaign, and liked the idea of rewarding the staff with a theme day if they reach their goal of 200 items donated by November 20th. Melissa Giles moved to approve the request; Jennifer Ward seconded and the motion passed unanimously.

DIRECTOR'S REPORT:

The Board reviewed the Director's Report and briefly discussed several items of interest.

- a. Adult Services has been showcasing staff members creativity in implementing new ways to engage patrons, and under Sarah's guidance the circulation staff have been working to streamline duties to increase productivity. Way to show initiative, folks!
- b. Tech Services is weeding the CD collection and working on a label changeover that will make the collection easier for staff to manage and patrons to browse.

LIBRARIAN'S REPORT:

Items of interest on the statistical report were discussed. Most notably was the increase in Hoopla borrows of over 400% since the same time last year. The Board was provided copies of an annual review prepared for our library by Hoopla showing all of our library's Hoopla borrowing trends and assigning dollar amounts to each service Hoopla is allowing us to provide to our patrons. The report makes it easier to understand how the library is able to save money by encouraging patrons to use Hoopla to access popular materials faster as opposed to the library purchasing physical materials to fulfill patron requests. Melissa Giles questioned why Hoopla borrows allowed per patron monthly has been decreased as of this month from 10 to 5 total borrows allowed per patron. Neal explained that this had been done in an attempt to discourage patrons from signing on to Hoopla at the first of each month when their borrows reset and checking out all 10 of their borrows at once. He said that this causes the library's daily borrowing limit to max out quickly and thus keep other patrons from being able to access any of their available Hoopla borrows until the limit resets at midnight. He further explained that the funds budgeted for Hoopla did not allow us to increase borrowing limits at this time. He hopes that the lowered number of borrows per patron will be temporary.

TREASURER'S REPORT:

Register of Claims: Pam Blake moved to pay claims 431-477; Shelby Thomas seconded and the motion carried.

PUBLIC COMMENTS:

Director Neal Starkey requested that the Board consider some concerns he had regarding the Executive Session that the Board held on October 9th at which his attendance had not been requested. Neal went on to make his concerns known to the Board. The Board thanked him for doing so and assured him that they understood his concerns and valued his opinions. The Board also thanked Neal for his candor and willingness to speak frankly as it was understood that he was concerned about protecting the library and the Board interests.

ADJOURNMENT

Melissa Giles moved to adjourn the meeting at 7:00 P.M.; Jennifer Ward seconded and the motion passed unanimously.

Next meeting scheduled is for Thursday November 8th, 2018 at 6:00 P.M.

Respectfully Submitted,

Melissa Giles
Library Board Secretary