

# Karl Junginger Memorial Library

Board of Trustees Meeting

April 10, 2018

5:15pm

Minutes

- I. Call to Order & Introductions  
*Motion called to order at 5:20. Present: Art Biermeier, Angie Stinnett, Deb Battenberg, Ellen Sullivan, Kristen Klein, Lee Fiedorowicz, and Kelli Mountford*
- II. Approval of agenda  
*Sullivan moved to approve the agenda. Fiedorowicz seconded. Motion passed unanimously.*
- III. Approval of minutes from February 27, 2018  
*Fiedorowicz moved to approve the minutes from February 27. Sullivan seconded. Motion passed unopposed, Klein abstained.*
- IV. Correspondence, Appearance, Public Comments  
*None, per Mountford.*
- V. Director's Report  
*Mountford reported that the wooden panels that shield the lights above the circulation desk are loose and will need to be repaired or replaced. Board members also discussed the reduction in circulations.*
- VI. Unfinished Business
  - A. Financial monthly report for December 2017, February 2018, & March 2018 – Action  
*Battenberg moved to approve all three reports. Stinnett seconded. Motion passed unanimously.*
  - B. Strategic Plan – Informational  
*Mountford reported that on Thursday, Amanda, Paula, and Kelli will meet to write grants to request funding to help improve our outreach to the Hispanic community.*
  - C. Parking Lot - Informational  
*Mountford shared plans for an updated parking lot. The Board discussed the logistics of getting bids for the project.*
  - D. LED Lights – Informational  
*Mountford shared information about a potential grant to replace lights.*
  - E. Thompson/Clark Trust – Informational  
*Tammy Parks will meet with Kelli tomorrow morning. Mountford will share that information with the Board at the next meeting.*
  - F. April Fine Forgiveness Month – Action  
*Battenberg moved to approve the fine forgiveness program. Stinnett seconded. Motion passed unanimously.*
- VII. New Business

A. Policy 435 Social Media - Action

*Fiedorowicz moved to pass the following changes to Policy 435:*

- *The final sentence of the policy will be removed.*
- *The following bullet point will be added: "Posts which are in conflict with KJML policies"*
- *"Span" will be changed to "spam".*
- *"Languages" will be changed to "language".*

*Battenberg seconded; motion passed unanimously.*

B. Policy 440 Library Web Site Content – Action

*Fiedorowicz moved to pass the following changes to Policy 440:*

- *The phrase "(until account is depleted)" will be added after the Beatrice Owens Scholarship*
- *The last sentence will read, "The library web site is updated by the library staff with input from the Library Director."*

*Sullivan seconded; motion passed unanimously.*

C. Policy 445 Photo Permission – Action

*Fiedorowicz moved to approve the Policy 445 as it stands: Battenberg seconded; motion passed unanimously.*

D. Policy 450 Wireless Internet Service – Action

*Fiedorowicz moved to approve the Policy 450 as it stands: Battenberg seconded; motion passed unanimously.*

E. Policy 455 Outdoor Signage Policy – Action

*Fiedorowicz moved to pass the following changes to Policy 455:*

- *Remove the word "to" from the phrase "or to community" in the second sentence.*
- *Add a hyphen between the words "community wide" under the second heading.*
- *The comma after "community-wide events" will be removed.*

*Battenberg seconded; motion passed unanimously.*

VIII. Future agenda items

- A. Parking lot
- B. Lights
- C. Information from Thompson/Clark
- D. Transfer of County and Clark Funds

IX. Date, place, and time of next meeting in the library conference room  
Tuesday, May 8 at 5:15 in the library conference room.

X. Adjournment

Sullivan moved to adjourn at 6:17 pm. *Fiedorowicz seconded. Motion passed unanimously.*

Respectfully Submitted, Kristen Klein, Secretary