

James L. Hamner Public Library

Full Board of Trustees Minutes

January 16, 2018

\*The meeting was called to order at 7:02pm by Jennifer. Those in attendance are Gail, Robyn, Shannon, Liz, Linda, Jennifer, Jill and Mike. Jennifer swore in Mike Davis and Liz Carson.

\*The corresponding secretary let us know in advance that she wouldn't be attending the meeting and that she sent a card to Jennifer wishing her well during her surgery. A request was made to send a card to Mary Nell Tatum.

\*Gail would like to purchase bags for Amelia Day. Robyn suggested calling VA Library Association to make sure the money can come out of the trustee funds to purchase the bags. There is currently \$879.63 in the account.

\*Linda reported that the Friends' would investigate purchasing the bags for Amelia day, she will let us know what she finds out. She also reminded us about a program on February 25 @ 2:00 at the library. All the rooms have been rented out, they did have to make repairs to a bathroom.

\*Jill informed us of the following upcoming programs:( Jill did get the permit to host events, the cost was \$350)

Sunday, January 21 @ 2pm- Jeanette Hamner will be playing music at the Presbyterian church. The theme is courage based off a book "The man from snowy river."

February 18 @ 2pm- Dan Walker will be playing music at Journey United Methodist Church. The theme is social justice based off the book "Future Perfect."

February 25 @2pm- Adam Miller Folk Singer (sponsored by Friends') will be held at the library.

The Copy Cataloger position has been filled. William Sweeney starts January 22.

Jill is encouraging everyone to talk to your state representatives on supporting public libraries.

Jill explained the Quarterly Report to everyone and showed how there is a decline on books being checked out because most people get books online and how libraries are now being used for meeting rooms and study space.

The expense report shows that we are on target at 56%.

\*There was a lot to be voted on. (all the changes had been emailed to you in advance).

We voted on Policy changes as a group after answering questions. The motion to accept was made by Shannon, 2<sup>nd</sup> by Liz, motioned passed. The changes were made to the following: Borrowing Policy, Inter Library Loan, Internet Policy, Lending Policy, Mission Statement, Suspended Borrower, Volunteers Permission, and Student Accounts.

We also voted on the 2018 calendar year for the library. Liz motioned, 2<sup>nd</sup> by Robyn, motion passed.

Shannon asked the BOT if they could make a change in the personnel policy giving Jill the discretion to hire without needing a degree considering the library can't pay candidates what's necessary for a degree. Gail motioned to accept the change, 2<sup>nd</sup> by Mike, motioned passed.

There was a vote taken giving the Executive Board permission to vote on the budget that will be submitted in February, with allowing only a 5% variance from what is presented to the Full Board. This request was made because there won't be a full board meeting again before the budget is due to the County. The motion was made by Robyn, 2<sup>nd</sup> by Linda, motion passed.

\*Jennifer asked if the evaluations have been completed. Robyn said she would check with Heather to see if she will be able to do it or have some else do it.

\* Liz stated that the changes made to curb the rowdy kids' behavior seemed to have worked. Jill said that she hired a security guard (who is also a retired deputy) with left over funds, his presence made a significant impact.

\* Heather and Hilda have been chosen to take one of the online classes that Jill sent out and give a report at the next BOT meeting.

### **Reminder of Meeting Dates:**

**Executive Board-** February 12 @ 4:30pm

**Full Board** – March 20 @ 7pm

The meeting was adjourned at 8:03pm, motioned by Robyn, 2<sup>nd</sup> by Liz.