

MARION COUNTY LIBRARY BOARD

Regular Meeting

Minutes

03/02/17

FILED FOR RECORD
at 11:10 o'clock A M

APR 0 / 2017

Dawn Moffet
Marion County Clerk

D.C.

Meeting called to order at 3:40 pm by Judith Bearden.

Present: Judith Bearden, Chair; Jeri Hulgan, Carla Faison, Treasurer.

Ms. Faison moved to accept the minutes of the February 2 regular meeting, as submitted. Motion duly seconded and unanimously approved.

Linda Hency reported on the Friends of the Marion County Library projects and coming events: The library was given \$1,000 to purchase needed items and purchased a heavy duty rolling cart and two bulletin boards. A hand-made table was given by a patron for the children's section. There will be a local author, who wrote From Blueberries to the Deep Blue Sea, speaking at the March 20 Friends' meeting and another author, who wrote the Accidental Salvation of Gracie Lee, speaking at the April 17 meeting. The Friends will also be participating in Spring Fling April 28 and 29. Ms. Hency advised that she and Brenda Palmer wish to take the First Aid/CPR/Defib class when it is presented to the library staff.

Treasurer's Report was presented and is to be filed for audit. The Treasurer also distributed a draft budget spreadsheet for the library's use and asked for comments

The Director's Report was accepted.

Ms. Bearden stated that on February 13, she and Judy Mays will meet again with representatives from the Arkansas Correctional Industries regarding the circulation desk re-design. She raised the question of how long to keep the information furnished to board members prior to each board meeting. The board consensus was that such information but not the agenda and minutes, be kept for two years after a meeting.

Unfinished Business

Collection Development Policy – After the board discussed new edits, Ms Faison moved to approve the policy, as edited. Motion duly seconded and unanimously approved.

Items that were previously revised: The Director's Job Description and Addendum and the Director's Performance Evaluation were accepted.

New Business

Freedom of Information – New FOIA booklets were distributed. The board agreed to defer further consideration of the topic until such time as Ms. Mays could schedule a speaker on the topic or Ms. Mays was prepared to speak on the subject herself.

Document Style Policy – Ms Hulgan moved to approve the Policy as submitted. Motion duly seconded and unanimously approved.

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Holiday Pay – Noting the Policy submitted was not the one previously approved by the board, the board postponed further consideration of the Policy until the next regular board meeting. Ms. Faison agreed to search her files for the previously approved Policy and furnish it to Ms. Bearden for editing and reformatting.

Patron Responsibilities and Conduct Policy – Ms. Faison moved to approve the Policy as submitted, subject to re-formatting. Motion duly seconded and unanimously approved.

Library Card and Circulation Policy – The board discussed the Policy and as well as its concerns about unpaid fines and “lost” items. Ms. Hulgan moved to postpone consideration of the Policy until the next regular meeting so that the Policy could be revised and so that the board could have a presentation on status of fine collection and the amount of “lost” items.

Ms. Hulgan moved to go into Executive Session to discuss personnel matters. Motion duly seconded and unanimously approved. The board went into Executive Session at 5:10.

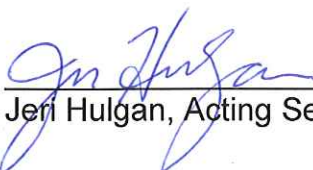
The board returned from Executive Session at 5:35.

Ms. Faison moved that the Board advise the Director that the board prefers overtime pay to comp time for the staff during this current personnel shortage. Motion duly seconded and unanimously approved.

Ms. Hulgan moved that the library hours be changed to 9:00-5:30 Monday through Friday and 10:00-2:00 on Saturday. Motion duly seconded and unanimously approved

Meeting adjourned at 5:40.

Respectfully submitted:



Jen Hulgan, Acting Secretary