

**Fremont Public Library
Trustee Meeting Minutes
November 30, 2011**

In Attendance: Chairman John Hennelly, Trustees Eric Abney and Meredith Patrick, Children's Librarian Lynda Miller, Friend of the Library Cheryl Rowell, and Library Director Bethany Brace

Call to order and comments:

- a) John called the meeting to order at 7:00 PM
- b) Lynda brought up the Early Literacy Initiative meeting that she and Bethany attended November 29th. She noted that it is nice to have the school and the library working together to bring literacy to the children of Fremont.
- c) John mentioned that the trustees should start putting their minutes online. Bethany volunteered to take the minutes and make them available. The trustees unanimously agreed to this.
- d) Lynda voiced her concerns about having set policies for the library. Eric acknowledged her concerns and stated that the library is planning policy meetings starting in January

Director's Report:

- a) Bethany noted that we have a couple options for going forward with getting the catalog online and having our software backed up. Eric brought up a couple more options (such as magnetic tape backup) that could possibly be already in place. Bethany is going to look into the tech history and get information from Comcast before a decision is made.
- b) Bethany asked about a discretionary spending limit for the director (not counting book orders). Eric proposed \$250 and John seconded.
- c) Bethany asked what reports and/or statistics are wanted from her each meeting. The trustees agreed on an updated budget, overall circulation statistics, HR reports, patron concerns, librarian concerns, and a building report.
- d) Bethany asked if there was a way to buy books from Amazon. Various options were discussed but it appears that the credit card situation would not work out. Bethany is going to look into Ingram as an option for purchasing cheaper children's books.
- e) Bethany brought up the library checking account and mentioned that we are paying a fee for not having a high enough balance. Meredith will look into other options for this account so as not to have a fee. Bethany then gave Meredith \$141.00 and a \$6.99 check to put into the account. That money had been collected from people using the copier, printer, and fax machine, and also from people paying for books that they had lost.

Friends' Report:

- a) Cheryl asked about a date for an open house at the library to get to know the new librarian. January 22nd was chosen.
- b) Cheryl mentioned her plan for the Friends to buy movie licensing so that the library can host movie nights. The Trustees are supportive of this idea and mentioned that the community room might already be wired for a projector. Bethany agreed to ask Heidi if this is true.
- c) Cheryl also said that the Friends are interested in decorating the community room.

Close Meeting:

- a) John made known that the next meeting will take place on December 28, 2011 at 7:00 PM at the library
- b) John called the meeting into a closed session at 8:00 PM.

Minutes submitted by Bethany Brace