

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES
MINUTES
MONDAY, JANUARY 4, 2016 5:30 P.M.

Board of Trustees president, Brad Cutler, called the meeting to order at 5:30. Board members present were: Janice Hanus, Mike Rottink, Jerry Lehtola, and Dawn Parker. Erin Andrews was also present. Ruth Allen and Kelly Newgaard were absent.

The agenda for the meeting was presented and approved. The minutes of the last meeting were approved. Jerry Lehtola moved to approved the minutes, and the second came from Janice Hanus. The minutes of the December meeting were approved as presented.

The bills from the past month were presented for Board's review. Jerry Lehtola moved and Mike Rottink seconded approval of the bills.

The Director's Report to the Board was presented. The gift Account balance is \$85,579.77. The circulation report showed fewer patrons and less circulation in December. The ice skates are not yet at the library for public use and check out. There was no input from the public at the meeting. The Friends report to the Board was included in the Director's report. The group would like to purchase a television for the library. They are also working on activities for the Winterfest.

The Board discussed the Circulation Policy of the Barlow Memorial Library. Erin reviewed the policy, as it currently stands. The Board discussed keeping the fine rate at a maximum of \$5.00 for overdue fines. Erin will work on the fine rates and replacement costs of lost materials. The reserve policy for materials was also discussed.

Dr. Erin Schmitt asked permission to purchase a baby changing station for the library. Dawn Parker moved and Janice Hanus seconded approval for this. Janice Hanus moved and Dawn Parker seconded the motion for approving a 'staff day' request during the month of March.

Erin presented the idea of updating the library's website. She will check into the cost and get more information. We will discuss confidentiality at the next meeting, as it relates to the Board's library policy.

Janice Hanus moved to adjourn. Mike Rottink seconded. The motion carried.

Submitted by Dawn Parker