

James L. Hamner Public Library
Executive Committee Minutes
October 14, 2019

The meeting began at 4:30 with the following members present: Jill Hames, Phil Seyfried, Carol Hix, Jennifer Jones, Karen Freas and Gail Geraghty.

Phil asked that we cover the policy issue first:

Jill said that she had contacted local libraries to see how they handled their policies concerning minors. Most said that the age at which anyone can set up an account without an adult present is 18. At our library, when an item is overdue for a while a notice is sent to the adult on the account. These notices are typically ignored until the county treasurer sends a second notice, and then they are usually paid. Jill said that if we changed our policy to allow 14 - 17 year olds to check out physical items, then the adult responsible would possibly face significant fines if items were lost. We incur about \$5,000 to \$6,000 in lost items annually. She also explained that our policy for student accounts allows for students to check out items digitally and only one physical item. Karen suggested we expand the student account to include physical items, but Jill said that not all physical items are available digitally. We have about 38,000 physical items and only 12,000 digital.

Phil asked library patron Maggie Clemmons, who was present, for her input. She said that her request had been that her son be allowed to sign up for an account without her having to come in to the library.

We discussed verifying ID remotely rather than having the adult come in. Carol and Karen pointed out that it's a fairly common practice to require information over the phone, so it may be appropriate to consider. Jill said that she could try it, and committee members agreed that we could adjust the policy to allow for this. Jill said that she would write this up and share it with us.

Jill distributed the new Virginia Public Library Trustee Handbooks, which are revised and shorter than the previous ones.

Jill said October is Dyslexia Awareness month. She sent out an email recently about a training on dyslexia, which she took herself. She also interviewed a founding member of Decoding Dyslexia Virginia in a podcast coming out Wednesday.

Jill reported that she had completed about 10 passports so far this month, and we've made about \$1600 income from this source this year.

Jill said that she'd trying to get the door to the tech room moved from inside the meeting room to inside the library. They're looking into completing this soon.

Karen and Gail discussed visiting Wells Fargo to have Karen's name added to the account as our new treasurer. They set up a time to do this on October 15.

Jill and Jennifer shared that we got a notice from the board of supervisors that our proposal was well-written. Thanks to Jennifer for all her hard work!!

Our next Executive Committee meeting will be held at 4:30 on November 11 and our next full board meeting will be on November 19 at 7:00.