

**James L. Public Library
Board of Trustees Meeting
January 21, 2020**

The meeting was called to order at 7:02 pm by Phil Seyfried. Members present were Jill Hames, Hilda Foster, Tom Hayghe, Ruth Ashton, Virginia Whitaker, Linda Gallagher, Carol Hix, Jennifer Jones, Karen Freas, Phil Seyfried, and Gail Geraghty. Also present was our new Board of Supervisors liaison, Shaun Weyant.

Carol made a motion to approve the minutes of our last meeting, and it was seconded by Jennifer.

Public Comments - none.

Friends Report - Linda said that the Friends met last on Jan. 14. All units in their building are still rented, and various end-of-year donations were made to the Friends. Upcoming programs include:

- Flutist Galen Abdur-Rassaq is presenting a 60 minute program on Feb. 29 at 1:30 at the library entitled "Jazz and the Civil Rights Movement".
- Mystery writer LynDee Walker will speak at the Friends annual meeting on April 26. Time TBD.
- Adam Miller, musician, will perform at the library on May 3 at 7:00.

Other possible presenters include Frances Eugene Wood on self-publishing in October, and Brendan Burke for next year's annual meeting.

Linda also said that the Bookshop continues to be open Saturdays from 10:00 am to 1:00 pm and volunteers are much needed. She also urged all board members to join the Friends.

The Friends will fund the luncheon for the upcoming regional library group which Jill is hosting. Their next meeting will be held on March 10, 2020 at 7:00 pm.

Phil welcomed Shaun Weyant and gave him a little background on the board and its meetings.

Corresponding Secretary - Carol reported that she sent out two cards. A get well card to Hilda and a sympathy card to Ruth on the loss of her mother.

Treasurer - Karen reported that the board currently has a balance of \$885.07.

Library Director's Report - Jill asked for questions about the expense report she'd forwarded to board members last week. There were none. She also asked for questions about the quarterly report and there were none.

Jill said that the library has processed many passport applications. Ruth asked if we provided photos and Jill said we don't, but we do everything else, including renewals that are more than 15 years old. From October through December, we processed 46 applications and this brings in some profit. The money goes to the county, but we are able to request the money back if we have a specific need.

The podcast has been steady. Luke Griles from Hoogah Coffee was on a recent episode. Jill asked for volunteers to come speak about their hobbies.

The fourth and fifth grade students from Amelia Academy visited the library recently and really liked our chairs, our pens, and our pigeons! Karen Freas came up with an idea to hide 27 pigeon pictures around the library for patrons to find, and it's been a huge hit. Way to go, Karen!

Jill asked for board members to go through our website and look for mistakes and to see if links are working, etc. Tom volunteered.

Jill spoke about her viewpoint on Intellectual Freedom. She discussed the differences between censorship and selection, as well as the library's role in supporting intellectual freedom, which libraries believe is the right of everyone. Libraries -as forums for information and ideas - strive to provide competing points of view to support the ability to make choices, and collection policies are written with this in mind. Libraries recognize that there are potential problems with people having access to harmful or inaccurate information, but she says that libraries consider problems of censorship to be more dangerous to our national democracy.

Committee Reports

Executive Committee - Phil said he had nothing in particular to add to the minutes of our January 13 meeting. He also added that Liz Carson had resigned from her position of the board due to being so busy.

Planning Committee - no report.

Nominating Committee - no report.

Policy Committee - Gail reported that we have two things to vote on - adoption of our Remote Participation Policy and the Bylaws changes.

Remote Participation Policy - Phil explained the need, and Carol asked if remote members could still vote. Jill said they could. Tom asked if we've looked into federal restrictions and Jill said she had and this policy should provide no problems. Tom moved we accept, Linda seconded, and it passed unanimously.

Bylaws Changes - Bylaws were updated for clarification. Jill clarified what constitutes a forum, and said she added a paragraph about public comments per the attorney's suggestion. Tom asked about the wording in the second sentence in Article IV. Jill asked if he had a suggestion and said he could write it down and we could easily vote on it at a future meeting. Ruth moved we accept, Jennifer seconded and it was unanimously accepted.

Evaluation Committee - Tom said they had sent out all feedback forms for the library director to board members, library staff, Friends of the Library, and the county administrator's office. He asked for forms to be returned by February 7. Phil encouraged everyone to participate this year, especially with written comments, as former participation has been low. He asked Tom to send a reminder a few days before forms are due.

Budget Committee - Carol said that it's been harder for Jill to set up the budget this year as she hasn't had the usual input from Carla Cave. Carol said there is a 1.5% cost of living increase for staff added to the budget. Jill and Carol discussed the need for hiring a new part-time employee, due to increased Saturday hours. The increase to our budget this year is about \$1,700 more than last year. Carol asked about requesting the passport money back from the county, and Jill said we could, but that this policy is tricky, as we don't yet know how much we may wish to request. Jill said her biggest concern with the library's budget is personnel.

Facilities Committee - Jennifer said that the library's request for funding for our expansion study has been approved by the county CIP committee for up to \$42,000. However, it has not yet been approved by the board. She said we will not receive the money until the next fiscal year, but once we get to that part of the process she'll let us know.

Public Relations Committee - no report.

Old Business

Beatrice apologized that she wasn't in attendance to present her educational report, but that she would be happy to do so at our next meeting.

New Business

None to report.

Phil said that our next full board meeting will be on March 17, and our next executive committee meeting will be on February 10.

The meeting adjourned at 8:01.