

Proposed

**Grace A. Dow Memorial Library
Library Board
Minutes
Wednesday, June 16, 2010 7 p.m.
City Hall Council Chambers**

- I. Roll Call
Galt called the meeting to order at 7:00 p.m.
- PRESENT: Melissa Barnard, Maxine Brink, Sarah Galt, Kathleen Kinnish, Norm Neher, Marilyn Soules
- ALSO PRESENT: Wendy Shields, Technical Secretary; Virginia McKane, Assistant Director; Nich Wolak, Midland Daily News Local Government Reporter
- ABSENT: Tami Johnson, Suzanne Phillips
- II. Acceptance of May 19, 2010 Meeting Minutes
Motion to accept minutes made by Brink, seconded by Kinnish. Motion passed.
- III. Additions or Changes to the Agenda
None
- IV. Public Comments
None
- V. Director's Report
Barnard reminded the Board that the Library will be closed Monday, July 5th for the Independence Day holiday. No materials will be due on that day.
- Barnard explained the new DVD checkout process. DVDs are no longer in cases on the shelves. Patrons will need to take the empty case to the reference desk to have the DVD placed in the case and a staff member will then take it to the checkout desk. Barnard fielded the Board's questions about the change in procedure and explained that this process is currently being tested.
- Galt noted the bench donated by the Psi Xi Iota Sorority. The bench will be featured in the July/August Library Connection.
- Soules mentioned the very timely Gulf of Mexico Oil Spill subject gateway available on the website.
- VI. Patron Compliments and Concerns
SIGNED COMMENTS:
1. We absolutely love every aspect of the children's floor at the library. The staff is always very willing to help find the books we are looking for. Subject guides and printed lists spark new ideas. The best part is the books on tape and CDs. The

Proposed

books on tape and CD are perfect for our kids who love to hear the stories over and over. Thank you for enriching our kids lives over and over again!

2. Please have labels to the bottom of books with descriptions of contents ie: large print, paperbacks. It is impossible to read the descriptions.

The vendor that we contract with to do the physical processing of the books requires that all labels and stickers be uniformly placed to facilitate their operation and keep costs down.

UNSIGNED COMMENTS:

1. I talked to a reference person and she told me that you (the library) are cutting down on paperwork as part of an expense. Could you not put lists of books (the if you like this book or author) on your website?
The paper book lists will continue to be available. The book lists are available on the library's website.
2. More computer time. Add 30 minute increments if no one is waiting.
The option of adding 15 minutes if there are no computers reserved was recently implemented. This change is being evaluated before making any additional changes.
3. Let's have self checkout! It works.
Funding is not available to implement self checkout.
4. Can you set computers to automatically delete history on sign off?
This is not possible at this time.

VII. Old Business

- a. Board/Community Communications
None

- b. Mid-Michigan Library Cooperative Report
Soules reported that there has not been a meeting since the annual meeting in May. Soules has volunteered to be vice chair for the MMLC Board. The election will be held at the September meeting.

- c. Library Board Goals Committee Reports

Goal 1: Phillips, Neher
Postponed 2-10

Goal 2: Galt, Soules

Soules asked Kinnish and Neher for any contacts they may have made that they could pass on before leaving the Board. Neher provided copies of the Library Connection newsletter to the media centers and Kinnish passed along information to acquaintances in organizations that she is a member.

Goal 3: Kinnish, Brink, Johnson

This goal has been completed. Galt reported that the Grace A. Dow Memorial Library was not selected as Library of the Year for 2010.

Proposed

- d. Library Board Annual Report Committee
The committee reported that the document is in process.
- e. Board Member Appointments
Two new Library Board members were appointed by City Council at the June 14th Council meeting. Michael Burhans has been appointed as the citizen-at-large Board member and Laura Peterson has been appointed as the new Midland Public Schools representative to the Board. Their first Board meeting will be August 18th.
- f. Nominations Committee Report and Election of Officers for 2010-2011
Galt announced the slate of officers for 2010-2011. Galt volunteered to serve as Chair. Brink and Johnson were candidates for Vice-Chair. A paper election determined that Sarah Galt will serve as Chair and Tami Johnson Vice- Chair.

VIII. New Business
None

IX. Board Announcements
Kinnish inquired about the Friends Book Sale results. Barnard responded that the sale was successful. She also explained that the Friends are recruiting volunteers to work on the book sale and serve on the Board. Those interested can go to the library's website for information.

Brink announced that Operation Fun will take place at the North Midland Family Center in Mills Township this summer.

Galt thanked Kinnish and Neher for their years of service to the Library Board.

X. Adjournment
Brink moved to adjourn. Soules seconded. Motion passed. Meeting adjourned at 7:35p.m.