

## Minutes Of The Library Board Of Trustees 2012 01 19

The board of trustees of the Orange County Public Library Thursday, January 19, 2012 at 5:15 PM in the meeting room of the main branch. Present were trustees Marcia Poole, Kirsten Samuels, Wally Rosheim, Pat LaLand, Myra Soden, Zack Burkett, John Floyd, Mary Ellen McWilliams, and library director Katie Hill. Trustees Joan McClung and Selven Powell were absent. Vice-Chair Marcia Poole conducted the meeting.

Those present introduced themselves and Ms. Hill distributed an updated Board Members List.

The meetings from the October 20, 2011, meeting were approved with corrections.

### **Financial Report**

Ms. Hill presented the financial report and reviewed the format of the by branch expenditure summary. Negative balances in Advertising and Book Refunds line items were not in the FY 2011 budget and will be addressed by transfer.

### **Librarian's Report**

Ms. Hill presented the librarian's report. Circulation figures were down from the same period last year. The library is buying 25% less new material, which may be the cause. Instances of theft off shelves and failure to return items are up. Some of this may relate to items failing to be processed at checkout by TLC software.

E-book circulation on the Overdrive platform is up. Many patrons report getting e-readers for Christmas and there is lots of new interest. Demand is high. Patrons are also seeking help setting up their electronic devices. The director of the Overdrive consortium has commented that purchases are administered in a "loosey goosey" manner.

### **Old Business**

There was no old business.

### **New Business**

#### Results of 2011 Survey

Results from the 2011 fall patron survey were reported.

### Reduction of Aid to Localities

A reduction in state aid to local libraries means a loss of \$8144 for the Orange County library. Ms. Hill prepared a memo requesting the Board of Supervisors to decrease FY2012 appropriations accordingly, to be submitted through the County Administrator. Mr. Floyd moved and Ms. Soden seconded authorizing Ms. Hill to make this request. Motion carried.

### 2013 Budget

The budget planning justifications having been requested December 21, 2011, and due to the County Administrator January 10, 2012, Ms. Hill submitted the necessary paperwork following previous guidance from the board of trustees. Ms. Hill shared her submission with the board of trustees and was commended for her efforts.

### Policy change to require a mailed postcard to receive a permanent, full privileges library card.

Ms. Hill presented a request to require proof validity of a patron's address be demonstrated by mailing new library cards to new patrons. New patrons would receive "provisional status" for 30 days to provide limited use of services while awaiting their card. Ms. Soden made a motion that library policy be so amended. Ms. McWilliams seconded the motion and it carried.

Discussed without action were thanking the trustees of the fund covering the expenses of participating in Overdrive and responding to the proposal by the Jefferson Madison Regional Library to charge a fee for out of area usage (that would be imposed on Orange County residents borrowing from JMRL).

The text regular board meeting will be March 15, 2012.