Minutes Of The Library Board 2012 03 15

The board of trustees of the Orange County Public Library met Thursday, March 13, 2012 at 5:15 PM in the meeting room of the main library. Present were trustees Joan McClung, Marcia Poole, Kirsten Samuels, Wally Rosheim, Pat LaLand, Myra Soden, John Floyd, Mary Ellen McWilliams, Selven Powell and library director Katie Hill. Trustee Zack Burkett was absent.

The meetings from the January 19, 2012, meeting were approved with minor corrections.

Financial Report

Ms. Hill presented the financial report, noting that the repair of the earthquake damaged automatic door opener will stand as a library expense in FY 2011-12 but Public Works has agreed to cover the expense of future repairs to all three automatic door opener as part of its maintenance of the buildings.

Librarian's Report

Ms. Hill presented the librarian's report. Circulation figures were down for all branches again, 4% overall. This may be a result of less new material being available. There was discussion of the use to which patrons are putting the library, using it as "space" (desks, laptop counter, etc.) rather than using the physical collections. This lead to discussion of the next planning cycle. Ms. Hill shared a draft of her revised waiver letter that will be sent to the state library. Ms. Hill commented that with Orange County schools returning to a September start date the shortening of the Summer Reading Program is now not mandated.

Old Business

<u>2013 Budget</u>

Ms. Hill referred the trustees to the budget packets that were distributed with the January meeting material, noting that they had been submitted when due (January 2012). Ms. Hill was thanked for her efforts regarding the budget submission.

New Business

Line item transfers to correct negatives

Ms. Hill submitted specific budget transfer requests to correct negatives for the Main Library (\$2247.21) and Wilderness Branch Library (\$38.00) on county budget transfer request forms. Ms. Poole made a motion to approve the request as submitted. Mr. Powell seconded the motion and it carried.

Ms. Hill submitted a separate request for permission to make end of year transfers as necessary to use available funds to the best advantage of the library, especially as returning funds as unspent would further hurt our standing with the state as regards our wavier request. Ms. Hill included in the meeting packet suggestions for what projects would be covered, if funds are available. Mr. Rosheim made a motion to grant Ms. Hill's request. Mr. Powell suggested an end date be stipulated (i.e., that this be for the balance of FY 2011-12 only). Mr. Roshiem revised his motion to state: "the trustees grant the library director permission to perform line item transfers to correct negatives and to spend down money that would otherwise be lost to the library at the end of FY 2011-12." Mr. Powell seconded this motion and it carried.

Permission to close Main Library

Ms. Hill requested permission to close the Main Library on May 3 and May 4, 2012, to shift around the adult collections. The reorganization is necessary because some areas are crowded and others underutilized. By closing the job could most effectively be accomplished with minimal inconvenience to patrons. Mr. Powell made a motion to close as requested and Ms. Poole seconded the motion. The motion carried

Friends of Library update

Ms. Hill informed the trustees that the Orange (Main Library) Friends of the Library had inadvertently allowed its tax status with the IRS lapse. This means they cannot currently receive donations. Donations can be received through the library foundation or one of the others Friends groups.

The next regular board meeting will be August 16, 2012.