

Orange County Public Library, Library Board of Trustees

Minutes: May 18, 2017

Members present: Wally Rosheim, Joan McClung, Katie Hill, Dave Kraus, John Frey, Christine Kastan. Meeting called to order at 5:20 by Joan. Minutes from October 27, 2016 meeting read, submitted, corrected (...to approve online registrations..) and approved.

Financial Report:

Report submitted and spending on furniture and library materials occurs late in the year because of potential retroactive state cuts. FY 18 is expected at full funding.

Librarians Report: Submitted with highlights below.

Fluctuations in circulation numbers was discussed with no certainty as to why. Main is replacing portable projector with large screen TV and furniture, to work on space plan objectives. Summer reading program is on target and youth librarian is securing funds for speakers and prize baskets. Picture book re-classification and re-labeling is being worked on by youth librarian and tech services librarian. Work is still being done to secure SSL security certificate for online borrower registration. Customer holds continue to be an issue (specific hold at specific branch filled first even though other branches were on hold first). The board recommended eliminating the option to put a specific hold on an item.

Old Business

Computers and stands have been ordered and Katie is waiting on SSL certificate to proceed.

New Business

A motion was made by Christine and seconded by Dave and carried to enact teen fine coupons and read off fines for summer reading.

Joan and Dave agreed to give a short talk on the role of Library Trustees at staff conference on September 29, 2017. All branches closed that day.

Trustee training: Board suggested branch staff invite trustees to a program or on site to learn about library operations. The Association of Rural and Small libraries have training webinars.

Katie announced the next ALA meeting is in Chicago, June 2017 and the 2018 PLA meeting is in Philadelphia. She also mentioned the library still cannot accept credit cards. To be continued...

The nominating committee is Dave, Wally and John.

The next regular (annual) meeting is scheduled for August 17, 2017 at **5:15**. Motion for adjournment was made by Wally, seconded by Dave. Carried and meeting adjourned 6:15pm.

Respectfully submitted: Christine Kastan