

Minutes of the Library Board of Trustees  
March 19, 2015

The Board of Trustees of the Orange County Public Library met Thursday, March 19, 2015, at 5:15 in the meeting room of the main library. Present were trustees John Floyd, Wally Rosheim, Joan McClung, and John Frey; and library director Katie Hill. Trustees Pat LaLand, Selven Powell, and Marcia Poole were absent; Ms. Poole due to travel.

Ms. Hill noted that the minutes from January 22, 2015, had not been copied and would be distributed at the May meeting.

### **Financial Report**

Ms. Hill presented the financial report, noting that 98% of the book budget is "pre-encumbered." She noted no unanticipated or weird expenditures, to date, as we approach the end of the financial year. The board was reminded of the county finance department rule that only 12 monthly bills will be paid in a one year period, regardless of when they arrive or when they are incurred. Further, the county finance department does not allow bills to be split between calendar years, even in cases where expenses are. This particular rule annually presents difficulties as regards the library Summer Reading Program, which runs from early June to late July or early August every year, because "summer" inconveniently falls in two fiscal years.

### **Librarian's Report**

Ms. Hill presented the librarian's' report, noting weeding was ongoing using the Collection HQ software as a tool. She noted that more items circulate when the shelves are well-spaced and patrons do not have to struggle to access material they are interested in. An attempt will be made to keep classics, even ones that are demonstrated not to be circulating, but the library should also be mindful of free, online resources such as Guttenburg.com

Ms. Hill also noted in her report that the Orange County Library Foundation has elected a new president, Ms. Laurie Neale. The Foundation conducts two annual fund raising campaigns: fiction and non-fiction. The Foundation is seeking new members and asks of suggestions; especially needed is some representation from the Lake of the Woods area.

### **Old Business**

Ms. Hill presented to the board of trustees a revision to the Library Policy Section 3 - 1: Obtaining a Library Card including specific language requiring postcard verification of patron addresses in cases where the account was in poor status (owned fines in excess of fine maximum, had overdue items, had lost items, had damaged item charges, or was

otherwise blocked) or had been expired for a period of at least 24 months. This would apply for adult cards and for juvenile cards transitioning to an adult account.

Mr. Floyd made a motion that the policy be revised as submitted and Mr. Rosheim seconded the motion, which carried.

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The next meeting of the library board is schedule for May 21, 2015.