PAWNEE CITY PUBLIC LIBRARY MINUTES

November 15, 2018 8:30 a.m.

CALL To ORDER: Recognition of the Open Meetings Law Availability

**MEMBERS**: Present: .Linda Bowman, President, Sandee Bellows, Secretary, Lisa Blecha, Pattie Rice, Vickie Zelenka, members and Lola Seitz, Library. Absent: Donnie Fisher, Liaison for City Council.

**MINUTES: —** minutes approved as emailed**.**

# **LIBRARIAN'S REPORTS:**

Income and Statistics Reports presented by Lola.

Library News & updates

* Report on Trick or Treat at the Library – handed out 134 bags. Two of Pawnee County’s Deputies also used our parking lot to hand out treats.
* Book Club is trying out meeting at 6:30 pm instead of 7:00 pm
* The Lawn Sprinklers have been turned off for the winter.
* Pawnee City Library will be hosting CASTL in March.

**UNFINISHED BUSINESS:**

* "Reading is a Gift" Christmas store. Lola has started talking with Pawnee City School in order for the Library reading complements the Schools AR program.
* Reviewing and voting on changes of the "Pawnee City Public Library Policy Statement".
	+ Policy I. Use of the Public Library; A. Use Privileges;
		- #8. Service Animals vs Therapy Animals
	+ Policy I. Use of the Public Library; D. Use Privileges; Checkouts and Renewal
		- #3. Borrowing privileges – Movie checkout limited to 5 per person/10 per family.
		- And again in P. Video Cassettes & DVDs; #4.
	+ I. Use of the Public Library;
		- D. Holidays; 1. Update days to match new criteria of the City Council. New Year’s Day – January; Martin Luther King Birthday – January; President’s Day – February; Arbor Day – April; Memorial Day – May; Independence Day – July; Labor Day – September; Columbus Day – October; Veterans Day – November; Thanksgiving Day and the Friday after – November; Christmas - December
		- F. Fines; 2. Change maximum book fine to $10.00 from $3.00 and DVD or VHS from to $10.00 from $2.50/.
	+ Policy II-Services-Programs; B- Programing; 5. Guidelines for Promoting Movie Screenings.
* "Reading is a Gift" Christmas store. Shopping will take start on Fridays, December 7, 14, 21 and on Wednesdays, December 12 & 19.
* Library will be closed November 22 & 23 for Thanksgiving & December 24 & 25 for Christmas. Sandee moved and Vicki Seconded. Motion passed.
* Librarian asked to close December 7th for CASTL. Pattie moved, Lisa seconded to close. Motion passed.

**NEW BUSINESS:**

* The Library Foundation is holding a fund-raising raffle. Prizes will be 2 gift baskets; I for adults and I for children. Drawing will be held during the Library Holiday Coffee & Open House, held on December 15, 10:00 am – Noon. Then Santa Claus will be coming to the Library on December 15th, drop in between 1:00 – 3:00 pm. We will be taking digital photos (these will be emailed to the parents), have a craft and coloring pages for youth to do while waiting. Both events will be free of charge.
* Wilson came in and replaced the netting unit in the ceiling. Charge is $143.00. Board’s guidance to pay from Library budget.
* Lisa moved and Pattie seconded to approved $75.00 bonuses for Lola and Colleen
* Board completed Evaluations for Lola and Colleen.
* Lola discussed the Transportation Tech donation of a 10’ white board, (outside is oak, and closes to resemble a cabinet) to be placed in the meeting room. Lola is looking at the best location for this board to get the great good out of it.

# **ADJOURNMENT:** December 2018 meeting is canceled.

Next meeting will be January 19, 2019

Sandee Bellows, Secretary