

Highland City Library Board

Meeting Minutes

January 27, 2010

I. Call to Order

Roger Dixon called to order the regular meeting of the Library Board at 8 pm on Wednesday, January 27, 2010 in the multipurpose room.

II. Roll Call

The following persons were present:

Members:	Roger Dixon	Staff:	Kent Slade
	Scott Smith		Kellie Johnson
	Stephanie Thacker		
	Terri Kent	Excused:	Stephanie Jones
Guests:	Brenda Holtom		Dee WhitLark?
	Andrea Fuller		Lynn Lonsdale?

III. Approval of Minutes

Approval of minutes for November 2009 Library Board Meeting was set to be passed via email as to having no quorum at the beginning of the meeting.

IV. Correspondence, Communications and Public Comments

Kent briefly mentioned that the 2010 calendars were not selling and that the Friends of the Library would be looking into returning the remainders.

Kent also reported that the library bags were now on sale.

V. Financial Report

Kent reported that there was approximately \$33,000 in the Library Foundation funds. It was noted that Kent should look into the Library Foundation bylaws and officers as to the continued running of the foundation.

Scott mentioned that Patterson Construction was interested in donating to the Library.

VI. Chair's Report

The Library Board Meeting Schedule for 2010 was called for a vote by Scott and seconded by Brenda. The meeting schedule was approved for the fourth Wednesday of every month with the exception of November, which will be held on the third Wednesday.

The 2010 Library Calendar of holiday closings was called for a vote by Brenda and seconded by Terri. The holiday schedule was approved with the deletion of November 27, 2010, as a closed day,

VII. Library Director Report

Kent gave a brief synopsis of the 2010-2011 Budget showing Library Board Members calculations for a normal budget and calculations including a 10% cut in areas of book purchase, cataloging, etc. This information is for the Library Board to go over and discuss at next month's meeting in time for the April City Council meeting.

Kent referred the Library Board to the printouts attached to the agenda outlining the library statistics for the months of November and December 2010.

Kent reviewed what will be discussed during the February meeting.

- a. Kent reported that he will send out information on the library's Collection Development Policy which will be reviewed in February.
- b. Kent encouraged Board members to think of ideas for Library Week April 11-17th. It was suggested that a save the date notice be put in the City Newsletter.
- c. Kent reminded the Board that they will also review the 2010-2011 Budget next month.

VII. New Business

There was no new business to discuss.

IX. Long Range & Facilities Planning

Kent discussed the "guestology" of a library. (Group discussion results below)

Needs	Wants	Stereotypes	Emotions
Information	Comfortable Seating	Quiet (SHHH)	Visual Stimulation
Specific Books	Books, Videos, etc.	Librarian w/Bun	Art Displays
Programs	Reading Environment	Stuffy, Musty, Spooky	Learn and Explore
Social Opportunities	Cultural Experience	Hard to Find Things	Social
Positive Environment	Resources	Get Lost	Intellectual
Staff Approachable	New Books	Don't Bother Staff	Stimulation
Library Love	Security	LC/Dewey Decimal	Satisfaction
	Stimulating Experience	No Fun	Sharing
		Pass to Access	
		Weirdoes	

Kent reported on long range planning goals for the library concentrating on what the community will be like and how the library will handle community needs. Kent proposed that the Mission Statement should be re-evaluated so that stated goals correspond to with the library's mission.

X. Adjournment

The meeting was adjourned at 9:40 pm by Roger Dixon.

The February Library Board meeting will be held on Wednesday, February 24, 2010 at 8 pm.