

**Adams County Library Board Minutes
March 28, 2016**

The meeting was called to order by President Mary Nelson at 1:00 p.m. Present were Nelson, Challoner, Kreten, Edwards, Townsend and Director Foley. Renner was an excused absence. Nigh was an unexcused absence.

President Nelson verified that the meeting was properly announced. Public input was invited.

Public Input: It is noted that one member of the public was in attendance.

Recommended Actions: Approval of minutes, bills and financial report:

Motion to approve the March 28, 2016 agenda was made by Edwards and 2nd by Townsend. **Motion carried.**

Motion to approve the February 22, 2016 minutes was made by Townsend and 2nd by Edwards. **Motion carried.**

Motion to approve February 22, 2016 financial report was made by Challoner and 2nd by Kreten. **Motion carried.**

Recent bills were distributed for initialing & reviewing. There was no discussion.

Communications and Reports:

There were no communications and reports.

South Central Library System report:

Nelson reported on the SCLS meeting on March 24, 2016. There was a discussion of the 2015 Visiting Libraries Report. A summary of the input received is reported by SCLS staff on yearly visits. There was a discussion of the Effectiveness Report comments from the Annual Reports submitted by member libraries to the DPI.

Director's Report:

- Library circulation was still down for the year. The E-Book circulation is almost double from last year. This seems to be consistent with other libraries in the system.
- Maker Kits were discussed. A variety is available and a decision will be made by staff as to which one can be effectively used by our library.
- The Food for Fines program was successful and approximately 202.5 pounds of food was collected in February.
- Snow days were discussed. Director Foley will meet with Corporation Counsel to develop a snow day policy for the library when inclement weather occurs after normal county work hours.
- The reappointment of Board members Kathleen Challoner and Pat Townsend was approved by the Adams County Board on March 15, 2016.

Adams County Ordinance Codification:

The Board reviewed the Adams County Ordinance Codification. A motion was made by Townsend and 2nd by Edwards to approve. **Motion carried by unanimous vote.**

Pilcrow Foundation Matching Grant:

The children's books purchased from the Pilcrow Foundation funds were on display for the Board members to view.

Review of the Adams County Library Board Bylaws:

A motion was made by Edwards and 2nd by Kreten to table further review until the April meeting. **Motion carried by unanimous vote.**

Review of the Adams County Library Policies:

A motion was made by Townsend and 2nd by Edwards to table further review until the April meeting. **Motion carried by unanimous vote.**

Adams County Library Personnel Policy:

On page 1, new text was inserted as the third paragraph: "Under the terms of the Adams County Library's membership agreement with the South Central Library System, all Adams County Library employees must abide by the LINK Adult Staff and Internal Use Policy." On page 3, second paragraph under the *Dismissal* section, after "willful neglect of duties," the text "violation of the LINK Adult Staff and Internal Use Policy," was inserted. A motion was made by Edwards and 2nd by Kreten to approve the policy with the new text. **Motion carried by unanimous vote.**

Identify possible upcoming items for future meetings:

- A. Budget
- B. Pilcrow Grant
- C. Review Adams County Library Policy
- D. Review Materials Selection Policy
- E. Review Acceptable Internet Use Policy
- F. Review Library Board Bylaws
- G. SCLS Maker Kit report by Stephanie Klopotek

The next Adams County Library Board meeting will be on April 25, 2016 at 1:00 p.m.

Motion was made by Nelson and 2nd by Townsend to adjourn the meeting. Meeting was adjourned at 2:55 p.m. **Motion carried.**

Respectfully submitted:

Kathleen Challoner

Kathleen Challoner, Secretary