

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Personnel, Policy, and Public Relations Committee

September 6, 2012

Meeting Minutes

I. CALL TO ORDER

Eugene King, Chair called the meeting to order at 4:31 p.m. Edward Costa, Garry Davis, Mike Deatherage, Teena Zindel-McWilliams, Jim Alpi, Mary Gendry and Gail Crookshank were present. Staff present: Lee Ann Fisher, City Librarian, Robert Edwards, Assistant City Librarian.

II. AGENDA

Motion by Mrs. Crookshank and seconded by Mr. Costa to approve the Agenda as presented. Motion carried unanimously.

III. MINUTES

Motion by Mr. Costa and seconded by Mrs. Crookshank to approve August 2, 2012 minutes. Motion carried unanimously.

IV: OLD BUSINESS:

Motion by Mr. King at 4:41 p.m. and seconded by Mr. Costa that the committee go into closed session for the purpose of discussing the City Librarian's Evaluation: employment/ appointment Matters: Closed Session (5 ILCS 120/2(c)(1) "I move that the Board enter into closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body."

Motion by Mr. King and seconded by Mrs. Crookshank to return to Open Session at 5:32 p.m. Motion carried on a yes vote.

Ms. Fisher informed the Board that 14 new kindles had been donated by the State to the Library for the purpose of circulating to the public. She explained that the library had come up with a draft policy for lending the kindle for the Board to review. Mrs. Crookshank asked about the deposit that was listed on the policy. Ms. Fisher explained that because of the format, the suggested cost was to ensure the items were returned. She explained that her staff was still researching some of the issues concerning lending and returning the items. Mr. Costa mentioned that he had viewed similar policies online. Mr. Deatherage asked about the procedures when checking out the materials and how the library would add the books. Ms. Fisher explained that each kindle would be preloaded with specific genres. She mentioned that when the kindles were returned they would be checked individually by Mrs. Amanda Standerfer. Ms. Fisher mentioned that the Grant required that each kindle circulate. She informed the committee about the

difficulties of registering the kindles with the one credit card that the Library has. Mrs. Zindel-McWilliams mentioned that she was not fond of personal credit card option. Ms. Fisher explained that her policy has been for no credit cards for the Library. Mr. Alpi asked if perhaps insurance could be bought. Mr. Costa stated that cost of insurance probably wouldn't be worth the replacement cost. Ms. Fisher agreed and gave an estimate of the cost of the device with the loaded content. Mrs. Gendry asked how many genres would be loaded on the devices. Ms. Fisher stated that each device would have one genre. Mrs. Zindel-McWilliams mentioned that she like the idea. Mrs. Gendry asked if the devices could be requested. Ms. Fisher answered that the users could request certain devices if they fell under certain criteria. Mrs. Zindel-McWilliams stated to the committee that the policy has been submitted. Ms. Fisher stated that the library would start with six kindles as a test to evaluate the project.

Mr. Edwards shared that the Library had recently heard a response from ADM, who had invited the Library to submit an application for funding. Mr. Edwards informed the committee that the Library had been asked to present some of their goals during the September funding and possibly submit the trendier ideas in 2013.

V. NEW BUSINESS:

None

VI. ADJOURNMENT

Motion to adjourn by Mr. Costa, seconded by Mr. Deatherage
Mr. King adjourned the meeting at 6:12 p.m.

Respectfully submitted,
Robert L. Edwards
Assistant City Librarian

Approved 10/04/2012

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Personnel, Policy and Public Relations**

**Thursday,
September 6, 2012
4:30 p.m.**

**Decatur Public Library Board Room
AGENDA**

“Connecting People to the Power of Knowledge”

- I. Call to order – Eugene King, Chair
- II. Approval of agenda
- III. Minutes of August 2, 2012 meeting
- IV. Old Business
 - A. City Librarian’s Evaluation: employment/appointment Matters: Closed Session (5 ILCS 120/2(c)(1) “I move that the Board enter into closed session for the purpose of for discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.
 - B. Other
- V. New Business
 - A. Kindle Policy
 - B. Other
- VI. Adjournment

If you have questions please contact:

Lee Ann Fisher, City Librarian

421-9713 or lfisher@decaturlibrary.org