

Meeting Minutes 6/7/2022

Trustees: Stacy DeVoe–President, Susan Anschutz-Vice President, Brandi Schomisch, Beth Southard, Sandra Heiden-Secretary; Library Director-Rachel Hitt

Guests: Lori Amerson, Sandy Zahn

Welcome and attendance

- **Approval of agenda**
 - Beth S. made a motion to approve the agenda, Brandi S. seconded; motion carried
- **Approval of regular meeting minutes from May**
 - Brandi S. made a motion to approve the agenda, Susan A. seconded; motion carried
- **Approval of bills and payroll**
 - Sandy H. made a motion; Stacy D. seconded; motion carried
- **Public Comment** - None
- **Correspondence**
 - Thank you note from Beth Knuth for the school visits
 - Letter of Resignation from Beth Southard

New Business:

- **Director’s Report**
 - Bradley Shipp, director of OWLS, is planning on attending our August meeting.
- **Friends of the Library**
 - Brat Fry at Sal’s on Friday, June 17 & 18
- **COVID-19 – Library Services**
 - Removed from the agenda until necessary
- **Fine Free Policy Implementation Update**
- **Approval of new trustee – Carey Pederson**
 - Brandi S. made a motion to approve Carey as our new trustee; Susan A. seconded the motion; motion carried
- **Circulation policy**
 - Maximum hold limits
 - Maximum checkout limits
 - Loan period changes for media/AV materials
 - Stacy D. made a motion to adopt the new hold/loan/ and checkout limits as approved by OWLS; Susan A. seconded the motion; motion carried
- **Visitor Pass Policy**
 - Photo ID requirement
 - Issuing passes to library cardholders with blocked cards

- Susan A. made a motion to approve the revised BCVL Visitor Pass Policy, as presented by Rachel; Sandy H. seconded the motion; motion carried
- Code of Library Conduct – beverages in the library
 - Sandy H. made a motion to approve the revised BCVL Code of Conduct, removing the beverage restriction as presented by Rachel...also removing the underling on the last statement; Susan A. seconded the motion; motion carried
- Negotiating patron bills
 - Bills accrued while a minor

Board agrees with the change in practice on this as explained by Rachel: I am proposing that staff be permitted as a matter of procedure to waive all fees on unreturned or damaged BCVL items (when library cardholders transition from a juvenile account to an adult account) up to \$20. If the balance is more than \$20, staff will refer the cardholder to the library director, who will work with them to reduce total fees.

- Furnishings Update
 - Vendor proposals
 - Beth S. made a motion to approve the purchase of furnishings from BSI (Candyland A) and workstations (option 1); Brandi S. seconded the motion; motion carried.
 - Stackable chairs
 - Rachel will order from Amazon, staying within the budgeted amount
- Trustee Training – TE 11
 - Planning for the Library’s Future

Old Business

Any other business that comes before the board

Set next meeting date and time

Tuesday, August 2, 2022, 6:00 PM in the Library Community Center

All agenda items were completed and the meeting adjourned at 6:30

Mission Statement

The Black Creek Village Library will provide free and equal access to all users to meet their informational, cultural and recreational needs. The library will strive to create a community of lifelong learners by promoting literacy, supporting recreational needs and developing dynamic programming.

Vision Statement

Our vision is to be the community source for literacy, technology, recreation and information in a welcoming and accessible environment.