

## **Gary Byker Memorial Library of Hudsonville**

Library Advisory Board Meeting

October 20, 2015

### **MINUTES**

#### **Call to order**

The meeting was called to order by Arlen Dykema at 6:55 pm. Those present were Elaine Aukeman, John Blom, Arlen Dykema, Laura Fox, Keith Johnson, John O'Brien, and Melissa Huisman.

#### **Board Minutes**

--July 21, 2015

A motion was made by O'Brien and supported by Johnson to approve the minutes from the July 21, 2015 meeting. The motion carried.

#### **Financial Reports**

--City & Internal

The City Expenditure/Revenue Report for the current fiscal year was reviewed, as well as the Library's internal report.

#### **Communications**

-- Directors' Report

The Library Director's report for October, 2015 was reviewed. Huisman noted that the door counter was not working properly for Sept. statistics.

#### **Old Business**

-- Fees

The charge for color copies will remain \$1/page for this fiscal year.

#### **Policy**

-- Institutional Cards

The Institutional Library Card Policy was updated. A motion was made by O'Brien and supported by Johnson to approve the new policy. The motion carried. A suggestion was made to inform City of Hudsonville Business Owners that such a card is available.

-- Property Tax Cards

The Property Tax Library Card Policy was also updated. A motion was made by O'Brien to approve the policy subject to a correction. The motion was supported by Johnson and carried.

--Subject to...

Both policies mention that library services are able to be used "subject to the rules and procedures of the library." This means that even though we are offering our services as outlined in the above policies – the patrons asking for a card must still abide by other library policies. For example, they must still be "in good standing" (not owe money), storytimes are still charged based on where the child resides, all rental and copy fees still apply, etc.

#### **Endowment**

-- Interest & investing.

A motion was made by O'Brien to rollover the interest earned in the last 12 months, and to make an effort to invest the private donations in a timely manner. Dykema was also charged with deciding best how to reinvest the CD's. The motion was supported by Johnson and carried.

#### **Next Meeting**

Our next meeting will be on January 19, 2016 at 7 pm.

#### **Adjournment**

The meeting was adjourned at 7:55 pm.