

Gary Byker Memorial Library of Hudsonville

Library Advisory Board Meeting

January 15, 2019

MINUTES

Call to order

The meeting was called to order by John Blom at 7:03 pm. Those present were Elaine Aukeman, John Blom, Laura Fox, Keith Johnson, Phil Leerar, and Melissa Huisman.

Board Minutes

--Oct. 16, 2018

A motion was made by Johnson and supported by Leerar to approve the minutes from the October 16, 2018 meeting after Phil Leerar's name is corrected. 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 January, 2019 was reviewed. FY Stats were reviewed and the annual State Aid report was received. Georgetown circulation has increased by 50% but is still manageable.

Old Business

--Tractor Calendar

Promotional materials are out and we have interest in five of the spots so far.

--Mobile Hotspots

Work is continuing with a group of Ottawa County Library directors and the county planners to get circulating hotspots at all Ottawa County libraries.

Policy

--Replacement procedures

The circulation policy (p. 4E second sentence) will be amended to read "The charge will be our replacement cost plus a \$5 processing fee."

--Student Cards

A student card may be of use sparingly along with the new book bike. The card will be temporary and made in-house. It will limit the city of Hudsonville or Blendon twp student to only one item at a time from our library. The card will expire in one year. A parent need not be present. Library staff will receive any overdues or bills and follow up on them. A policy will be written up and presented with the book bike policy in April.

Endowment

--CFHZ

The latest statement was received and it was noted that at the end of February there will be approximately \$3,000 that we can ask for to spend as we see fit.

--Holiday Campaign

We raised \$4,700 and that money will be deposited with the foundation.

Next Meeting

Our next meeting will be on April 16, 2019 at 7 pm.

Adjournment

A motion was made by Aukeman and supported by Leerar to adjourn the meeting at 7:50 pm.

MH1/17/2019