

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

Library Advisory Board Meeting

October 15, 2019

### **MINUTES**

#### **Call to order**

The meeting was called to order by John Blom at 7:02 pm. Those present were John Blom, Laura Fox, Don Williams, and Melissa Huisman. (No quorum)

#### **Board Minutes**

*--Apr. 16, 2019*

A motion was made by Fox and supported by Williams to approve the minutes from the April 16, 2019 meeting. The motion carried.

#### **Financial Reports**

*--City & Internal*

The City Expenditure/Revenue Report for the previous and current fiscal year were reviewed, as well as the Library's internal reports.

#### **Communications**

*-- Directors' Report &*

*-- FY Stats*

The July and October Library Director's report, as well as the FY statistics through September were reviewed.

*-- Patron Stats*

The patron statistics for the fiscal year were handed out. We have 5,635 patrons, with 3,602 of them using their card in the last 3 years. We added 622 patrons in the past year. All together patrons owe us \$20,138 in overdue fines or bills.

#### **Old Business**

*--Circulation Policy*

A motion was made by Williams and supported by Fox to revise the circulation policy slightly to include a rule to not let patrons use cards from family members or friends to avoid paying fines. The replacement costs for lost or damaged items was revised to eliminate confusion due to the way the circulation system works. The motion carried.

#### **New Business**

*-- New Board Member*

Don Van Doeselaar has agreed to replace Keith Johnson on the Library Advisory Board and will be confirmed at the November Commission meeting.

*--July Meeting*

It was decided to keep the quarterly July meeting, but poll members beforehand to make sure there was a quorum.

*--Non-resident Fee*

After reviewing the circulation and program attendance statistics, a motion was made by Fox and supported by Williams to continue the moratorium on the reciprocal borrowing fee. The library will continue to gather statistics and review them regularly with the Library Advisory Board to see if any change needs to be made.

**Policy**

--*Mobile Hotspots*

The Library Advisory Board reviewed an agreement form that hotspot users will be using. Users must be 18 years old and sign the agreement the first time they check out the hotspot. The hotspots are filtered and go out for a week at a time. A coverage map will be included with the device.

--*Maker Space*

This discussion was postponed until the room is more fully equipped.

**Endowment**

-- *CFHZ*

The latest statement from the Community Foundation of Holland and Zeeland was reviewed.

**Next Meeting**

Our next meeting will be on Jan. 21, 2020 at 7 pm.

**Adjournment**

The meeting adjourned around 8:10 pm.

MH 10/16/2019