

Library Board Meeting
Minutes
December 10, 2012
7:02 PM

1. **Roll Call:** Dan Funke, Jan McCary, Alexis Vincent, Kendra Mork, Christy Gable, Denise Omli, and Tammy Carlyle. Absent: Jo Walters.
2. **Approval of Agenda:** Jan moves to approve the agenda as presented, seconded by Denise. Passed 6/0.
3. **Approval of Minutes of Regular Meeting November 13, 2012:** Alexis approves the minutes as presented, seconded by Jan. Passed 6/0.
4. **Correspondence and Communication:** There is not current correspondence or communication.
5. **Librarian's Report**
 - a. **Circulation Report:** It was a fairly good month. People know about the computers now, and they are full most of the time. The two computers that needed repaired are coming back Wednesday. The problem was someone tried to set automatic updates and that program was conflicting with the update program that the library uses, it was able to be fixed. The hot spot was knocked offline in October. It has not worked since then. A tech person will be coming in on Wednesday to look at it. The tree lighting when well.
6. **Financial Report**
 - a. **Approval of November Reports:** Christy makes a motion to approve reports as presented, seconded by Alexis. Passed 6/0.
 - b. **Capital Improvement Deposit:** Christy makes a motion to transfer \$4,596.95 from the salary line in the budget to building and grounds in Capital Outlay. Motion seconded by Jan. Passed 6/0.
7. **Old Business**
 - a. **Hiring Guidelines:** The committee will be meeting on January 5th at 9:30 am to discuss the guidelines for hiring.
8. **New Business**
 - a. **Workshop Reimbursements for Library:** At this time the board does not believe that there needs to be a policy for what happens if a workshop is paid for and the person does not attend. There will be a note put into the records explaining why the conference was not attended.
 - b. **Residency Policy:** It was brought to the Boards attention that there are mobile homes and temporary housing within the vicinity of Goddard. We do not have a policy on issuing materials or use of the library for temporary residents. Kendra presented several policies from around the state the deal with residency. She will be tweaking the Wichita policy and presenting it at January's meeting.
 - c. **Board Sponsored Event:** The Board will be thinking about sponsoring an event in the Spring to help promote the library and library services. More to come.
9. **As May Be Presented:** Sunday hours are starting slow, but there is a lot of interest and phone calls about the new hours.
10. **Adjournment:** 7:42.