

Pulaski County Library System
Board of Trustees Meeting
Minutes
May 29, 2012
Pulaski County Library

Trustees Present: Laura Walters, Chair; John Freeman, Vice-Chair; Margaret Spradlin; Barbara Derr; Nancy Hudson

Trustees Absent: Robert Becker; Joseph Slaughter; Martha Jackson

Staff Present: Carol Smith; Sally Warburton

- I. Call to Order and Welcome: The meeting was called to order at 4:30 pm on Tuesday, May 29, 2012 by Chair Laura Walters at the Pulaski County Library.
- II. Approval of Minutes: Nancy Hudson moved that the Minutes of the April 24th, 2012 meeting be approved as written. Margaret Spradlin seconded the motion and it was passed unanimously.
- III. Library Reports: The following reports were reviewed by the Trustees present. A copy of each report is filed with the record of this meeting at the Pulaski County Library.
 - A. Expenditures
 - B. Statistics: Explanation that OverDrive provides both downloadable audio books and ebooks. Question of what are “reference transactions”. These are questions that customers at the library ask staff. They can be directional (where are the paperbacks), informational (reader’s advisory or help with a computer), or reference questions that staff help the customer to find an answer. The count is estimated for the Bibliostat Report that is required by the State.
 - C. Director’s Report: Explanation of the difference of an advisory board that just meets a few times a year and advises the staff of the library and a governing board which actually has to vote on policy and is the responsible party for the running of the library.
 - D. Dublin Library Report
 - E. Technology Report: Carol Smith showed the board members the location of suggestions for housing the server: in the janitors closet or in the video closet behind boxes to muffle the sound. Board did not find these suggestions appropriate and asked for other options – buy a new quieter server or stop using the conference room were two that were mentioned. Board also asked for an explanation of the Electronic Petting Zoo. The “Zoo” is items like a Nook, Kindle, I-Pad that travels to libraries to give staff hands-on practice with the devices. They are housed at Montgomery-Floyd Regional Library in Region 1 and Chris Elledge does the training.
 - F. Youth Services Report
- IV. Follow Up from Previous Meetings and Other Reports
 - A. Committee Report on Patron Behavior: The staff meetings continue to address how to deal with problem patrons. Scenarios were discussed at the staff meeting on May 18

and suggestions from an online workshop, "Dealing with Problem Patrons", was discussed. The next staff meeting is on June 8.

- B. Strategic Plan: Barbara Derr's name will be added to the list of current Trustees. Margaret made a motion to vote on approval of the Strategic Plan at this time. John Freeman seconded the motion and it was passed. John Freeman then moved to accept the Strategic Plan as written with the addition of Barbara's name. Nancy seconded the motion & it was passed.
 - C. Budget FY 2012/13: No new report
 - D. Replacement of board member – no action taken at April meeting of Board of Supervisors. Placed on May agenda. Laura will check on Robert Becker and Joseph Slaughter attending Library Board meetings.
- V. New Business
- A. Staff Changes: Two 15-hour part time employees have resigned. Marilyn Garnto will be moving to Northern Virginia and Lee Hess needs more time with her aging father. Applications have been collected for the positions. Staff will review applications and interview applicants ASAP.
 - B. Purchase of book honoring Mason Vaughan: Sally will be responsible for purchasing and adding a book to the library collection in honor of Mason serving on the Library Board for many terms.
 - C. Possible large donation by a resident in honor of his mother: Suggestions for the money: outdoor reading garden at Dublin Library, put the donation into the foundation and use income for programs, extend RIF in the elementary schools in her honor, use the donation for visiting authors or other programs or speakers.
- VI. Adjournment: Nancy Hudson invited the Board Members to the Lions Flea Market on June 2 & 3, 2012 where the Friends of the Library will be holding a used book sale. The Friends are also partnering with the Master Gardner's of the NRV to host a Garden Tour on June 30. There being no further business, John Freeman made a motion to adjourn, Margaret Spradlin seconded and the motion passed.

Respectfully submitted,
Laura Walters, Chair
Sally Warburton, Recorder

Approved: June 26, 2012