

# **Library Board Minutes**

**September 20, 2012**

## **Present:**

Bob Eatman, Chair; ShawnaLee Washam; Amy Cohen, Dawn Miller, Barbara Franke, Sandy Darby, Liz Lucke; Marcia Lewis, Library Director; Patty Goodwine, Recording Secretary; Chauncey Taylor, Council Liaison, Staff member Amber Rupp-Moody.

## **Minutes were approved.**

### **Library Director's Report**

1). Marcia reported on the 2013 proposed budget and handed out copies of the summary of the Library section.

### **Correspondence**

- 1) Distributed corrected copies of the statistic report were distributed with the wireless numbers eliminated.

### **Old Business**

**4.1 Strategic Planning Process – Needs Assessment Proposal** - This agenda item # 5.1 was moved to the top of the agenda. Staff member Amber Rupp-Moody is preparing a Needs Assessment for her college course, and will be gathering user and non-user survey information to be shared with the board. Some of the suggested spots for distribution were: Book sale, Website, other boards and commissions. The completion date for survey gathering is targeted for November which will allow a report before Amber's December graduation.

**4.2 Building report:** Still missing some signage, warranty issues are being addressed and lighting in the parking lot has been addressed.

**4.3 Art display in Galleria** – The motion was made by Barbara that the Board approve the selection of art proposed by the Art Selection Committee for the display cases in the Galleria for the November-December time period. Seconded by ShawnaLee Washam and passed unanimously with a 6 yes 0 no vote.

### **New /Business**

**5.1 Moved to 4.1**

**5.2 Election of Vice-chair and Secretary** – Dawn was nominated for vice chair and Amy will serve as the secretary.

**5.3 Next meeting date was set for October 25, due to Colorado Association of Libraries conference conflict.**

**5.4 Board resignation** - Bob reported that he received a letter of resignation from Barbara Franke effective November 30. The normal end of year application process will be conducted with two vacancies to be filled.

### **Reports**

6.0 Staff Report-

6.1 Statistical Report – Question about decrease in children's computer use will be investigated by Marcia.

6.2 Friends of the Library – October will be active with the book sale and Loveland Loves to Read. Plans are progressing to host SweetNight on Feb. 9, 2013 in the library. Loveland Lights will be in the library the first weekend of December.

6.3 Loveland Loves to Read - Volunteers needed to help sell tickets.

6.4 Art Selection Committee – See 4.3 above

Meeting adjourned at 6:30 PM.

Respectfully submitted, Patty Goodwine