

LIBRARY BOARD – MINUTES

July 2, 2018

Present: Sobol, Lytle, Machtan, Mandli, Richards, Payne

Absent: Shumway

Library Board President Peter Sobol called the Library Board meeting to order at 5:15 p.m. at E.D. Locke Public Library, Room 103.

1. The minutes from the June 4, 2018 board meeting were approved on **motion** by Machtan, second by Payne and carried unanimously.
2. The June 2018 General and Trust Fund bills totaling \$19,620.75 were approved on **motion** by Richards, second by Mandli and carried unanimously.
3. Kelly Heasty discussed her responsibilities as the Circulation Supervisor and the policies of the Circulation Department.
4. The 2019 budget priorities were discussed including the possibility of adding an additional Youth Services Librarian position. This position would allow the library to increase services to school age children, teen agers, and families where both parents work during the day. There have been a lot of patron requests for more STEAM programs for school age and teen kids, evening story times, weekend programs, and book clubs.
5. The Notary Policy was approved with modifications (the board requested that the item requiring that the documents be presented unsigned and the item requiring documents be filled out be combined for clarity) was approved on **motion** by Mandli, second by Lytle and carried unanimously.
6. The meeting was adjourned at 6:50 p.m. on **motion** by Machtan, second by Payne and carried unanimously.

Respectfully submitted,
Heidi Cox, Library Director