

## COMMITTEE MEETING NOTES

Tuesday, March 1, 2016

### PERSONNEL & BUDGET

No meeting was held due to lack of a quorum.

### LIBRARY OPERATIONS

Tuesday, March 1, 2016

Those in attendance: Kelly Krieg-Sigman, Bev Ruston, James Cherf, Katie Bittner

- KKS presented the recommended revisions to the materials selection policy. Discussion was held regarding the advisability of posting something about parental responsibility over what children check out. KKS indicated that the staff already makes routine efforts when working with parents to inform them of their responsibilities. Further, additional signage gets “lost;” KKS noted that right now, the one sign that she does want to make sure parents see is the one concerning unattended children. Motion to recommend approval to the full board of the revised materials selection policy was made by James and seconded by Katie. Motion carried.
- KKS presented recommended revisions to the circulation policy pertaining to reserved materials and the need to have a library card to check them out. The recommended wording: ***Reserves may be placed on circulating items owned by this or any other WRLSWEB library. The same library card used to place the request must be presented when the item is picked up. All holds must be checked out on the corresponding library card.*** Motion to recommend approval to the full board of this revision was made by James and seconded by Katie. Motion carried.
- KKS reported that the managers had not yet had time to review the Internet and computer usage policy; she asked if there were any questions coming from the committee. There were none.
- KKS presented the request to close the South Community Library to regular library services on April 5 and November 8 in order to handle the expected large crowds coming to vote. She noted that the February 16 election had been the first to implement the new physical arrangement for polling at South. While there were no major problems reported, she had been made aware that some parts of the collection had been difficult to access and that there had been a little low-level disruption. Motion to recommend approval to the full Board of closing SCL to regular library service on April 5 and November 8 was made by James and seconded by Katie. Motion carried.