

WOODRUFF MEMORIAL LIBRARY ADVISORY BOARD

Minutes **July 15 , 2014**

Meeting was called to order at 5:32 p.m.

Present: Ann Kuebbeler, Sara Holt, Mike Moreno, Jeremy Yoder and Liz Roberts.

Community member Mary Berg present.

The minutes of previous meeting not available and were tabled.

Director's Report:

Volunteer Policy Revision

We are looking at revising the volunteer policy to add language about background checks. The Board considered language that would offer volunteer positions pending background checks and approval of the library director. Kim will forward proposed language to Rick Klein and Attorney Malouff and will advise board via email. Deadline for new volunteer policy would ideally be the start of school. Board agreed to table item.

Code of Conduct/Suspension Policy

Kim presented some questions and concerns regarding the Code of Conduct/Suspension policy. Recently, a teen refused to have the suspension conversation and police are unable to remove suspended individuals from the library. As recommended by Police Chief Todd Quick, library is considering a letter for suspended individuals to sign, acknowledging that they are not allowed on the property during their suspension. Kim will talk with city attorney over whether this approach is legal on city property. What happens if someone refuses to sign the letter? Item was tabled by Board pending more information.

Device Borrowing Policy

The policy was approved by Rick Klein and the city attorney. Policy now needs Board recommendation to council for approval. Board moved to look at this next meeting.

Literacy Kits

Liz Roberts presented the Literacy Kits developed with a \$3,000 Early Literacy Grant from CDE. These kits (all with different themes) will be available for check out.

Summer Reading Program

There was a good response to this year's Summer Reading Program, the Teen Lock-in and Online Evaluations.

Library is experimenting with the "Lego Club Birthday Party," in which families could book the library meeting room. Families would be responsible for bringing their own food. Library would make some of library-owned Lego sets available at the party.

Other Business:

The new custodian is Cheryl Tilton.

The Local History Room and the Director's office have been swapped.

A tree in front of the library was knocked down by a car on June 1. Staff is considering replacing the tree with a new tree or a time capsule to celebrate the 20th anniversary of the library.

Mike Steeves would like to meet with the board to present on the library's technology. Board was unable to meet with him earlier, discussed when we might meet with him again.

Board discussed the Little Free Library Project, in which small "libraries" would be set up around La Junta in which people could take and drop-off non-WML books. This project may be done through the local Boyscout Troop.

The Library has a new phone system.

Two new databases will be available August 1.

The Library will be receiving new LED lighting funded by an ARPA settlement.

Meeting Adjourned: 7:10 pm

Next meeting: August 19, 2014

Respectfully submitted,
Jeremy Yoder