

MINUTES
CITY OF LAUREL
Library Board
09/11/2018 06:00 PM
Laurel Library

A Library Board was held in the Laurel Library and called to order by Arthur Vogeles at 06:08 PM on 09/11/2018.

COMMITTEE MEMBERS PRESENT:

<input checked="" type="checkbox"/> Arthur Vogeles, Chairman	<input checked="" type="checkbox"/> Dixie Feller
<input checked="" type="checkbox"/> Bill Hanson, Vice-Chairman	<input checked="" type="checkbox"/> Clair Killebrew
<input checked="" type="checkbox"/> Nancy Schmidt, Secretary	<input type="checkbox"/> Samantha Barnhart
<input type="checkbox"/>	<input type="checkbox"/>

OTHERS PRESENT:

_____	_____
_____	_____
_____	_____
_____	_____

1. Public Input

Citizens may address the committee regarding any item of city business not on the agenda. The duration for an individual speaking under Public Comment is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.

a. None

2. General Items

- a. Minutes for August 2018 were presented. Clair motioned the minutes be approved as read, Dixie seconded the motion. Motion was approved.
- b. The monthly circulation report was presented - Traffic: up 13.9%; circulation: all items circulated totaled 4,345 (including 463 eBooks), book circulation was up

5.8%, media circulation was up 29.2%, eBook checkouts for this month was 12.6% of total book circulation, we circulated 682 items to partners and 102 items from other libraries; computers: internet use was up 18%, children's use was up 44%, wi-fi use was down 23.2%; patron cards: city registrations made up 67.6% of library users, county patrons 28.6% and non-resident registered patrons 3.8 %. There were 108 tech assists in August.

3. New Business

- a. The Fall Federation meeting is being held Saturday, September 29, 2018 in Stanford, MT at the Judith Basin County Free Library. Lunch will be provided for anyone that wants to attend. Clair, Dixie and Arthur expressed interest in attending the meeting.
- b. The Federation Coordinator's in-person meeting has been canceled. Coordinators met online in August to save travel expenses. Attendance at the State Library Commissioners meeting is optional.
- c. The ASLD/PLD Fall Retreat is scheduled for October 14th & 15th at Chico Hot Springs Resort. Anyone interested in attending should fill out a registration form and return it to Nancy by September 21st to take advantage of the early bird registration.
- d. Looking at upcoming schedules - staff will be taking some time off at the library to use their personal and vacation time. When a holiday falls on a Monday, staff will be allowed to take Saturday off for that weekend but the library will remain open to prevent a backlog of work.

4. Old Business

- a. The Summer Reading Program had 161 registered participants. The total amount of time spent reading (at least the numbers submitted to the library) was 142,180 minutes OR 2,369 hours 40 minutes OR 98 days 17 hours 40 minutes. There were an average of 18 attendees at the weekly activities. 11 Grand prizes were given to the top readers: 1 Nabi tablet; 6 \$25 Amazon gift cards; 3 Kamigami robots; and 1 toy-filled picnic basket.
- b. All library trustees and staff have received their MLA memberships. This allows them to participate in library trainings at a reduced rate both online and in person.
- c. The Summer Lunch Program was a success! There were 1,628 meals served to children 18 and under & 57 meals served to adults. The average for each day was ~28 meals.

- d. Heritage Quest and Ancestry Library Edition have been renewed for the library for another year. This year newspapers.com will also be added to the list of databases available through the library. Access starts October 1st.

5. Other Items

- a. The MSC Fall Meeting is scheduled for October 4, 2018 online. Travel to Helena won't be necessary at this time.
- b. Federation reports are just about finished. There are 5 libraries that haven't completed their part of the report that is needed to compile all data into one document. Nancy will be working on that this week and expects to have it completed by Thursday.

6. Announcements

- a. Next regular meeting: Tuesday, October 9, 2018

The Library Board adjourned at 06:41 PM, motioned by Dixie and seconded by Bill.

Respectfully submitted,

Nancy L Schmidt
Secretary

NOTE: This meeting is open to the public. This meeting is for information and discussion of listed agenda items.