

**Hillsdale Community Library Board of Trustees  
Meeting Minutes for March 8, 2018**

Meeting called to order by President Mark Maier at 7:00 p.m.

**Roll Call:** Director Mary Hill, Mark Maier, Melissa Holm and Rickie Freeman.

Absent: Jean Nolan, Darryl Hart

Guests: Vickie Lee, Children's Librarian, and Debbie Reister from MRC

**Approval of the agenda:** Agenda was approved

**Approval of the Board Minutes of the January 11, 2017 meeting:** minutes were approved

**Reports:**

**Library Statistics:**

Checkouts are down somewhat from last year although more patrons are attending. We have more adult programs and children's attendance is increasing. Vickie's programs are well-received. Mary added statistics for Overdrive, which have increased significantly from last year. The figures for Ancestry may be off since the reporting system is inconsistent.

**Financial:**

Bonnie is working shorthanded and has not been able to update the budget since January. We are at about 62% of our budget. Bonnie thinks the budget figures were inaccurate. There has been a sharp drop in the anticipated penal fines which contributes to this.

**Communications:**

There were none.

**Director's Report:**

We did not get the grant to pay for Vickie's required training but were able to utilize existing funds. Mark suggested seeing if Woodlands has grant money for mandatory trainings. Mary will check. She attended their last meeting and learned that the penal fines committee has taken no action. We had an incident with a parent whose child was not compliant with the rules. Vickie elaborated on what had taken place and said that the current policy would benefit from some revision.

**Old Business**

E-rate requires that we have filtering on our public computers. Currently we do not have any filtering or a filtering policy to implement. Mary said Sonit can add the filter when they put in the new firewall. Mary will prepare a policy for the next board meeting. Melissa moved that we prepare a policy for filtering and have the necessary work done to implement it. Mark seconded and the motion passed.

The 2018/19 budget will be voted on at the annual meeting next month. Mary said we need to add more cameras. Our current system is old and inadequate. Mary has a contact who may be able to

replace our cameras at a reasonable price and even provide ongoing support. Bonnie will be invited to the next board meeting to be sure everything is clear concerning the budget.

Because of the incident with the patron Vickie and Mary suggested revisions to our youth policy. With the added programs and the increased attendance an update was deemed beneficial. We do have a volunteer helping afterschool and the police department has agreed to Vickie's request that an officer cruise by about 15 minutes after closing to be certain that all children have been picked up. A revised Unattended Child Policy was presented and Melissa moved to adopt it as presented. Rickie seconded and the motion carried.

**New Business:** None

**Board Comments:** None

**Visitor's comments:**

Debbie expressed some questions and concerns on the behalf of the Mitchell Research Center that need to be addressed by the city manager. Mary agreed to pass them along to him.

**Adjournment:** adjourned at 7:50 p.m.

**Next meeting: April 12 (annual board meeting)**

Respectfully submitted by Rickie Freeman