

**MINUTES FROM THE PATRICK HEATH PUBLIC LIBRARY
ADVISORY BOARD MEETING
July 14, 2016**

In attendance: Woody Woodard, Susan Nelson, Ashlee Pfeiffer, Ann Meyer, Martha Schaefer and Karen Hill, Richele Poston, Sandy Johnston and Kelly Skovbjerg. Absent: Rita Weber.

Guests

None.

Minutes

The minutes of the June 9, 2016 meeting were read. Martha Schaefer moved to approve and Susan Nelson seconded. Motion carried.

Citizen Comments

Dick Tomlinson attended the meeting and related that he loves the library and mentioned he was a retired research scientist who recently moved with his wife to the Boerne area to be near grandkids.

Library Director's Report

Kelly Skovbjerg presented the June Director's Report (attached) which highlights, activities and accomplishments by department. The report also includes photos of events and a calendar for July activities at the library. Seven candidates were interviewed for the two part-time library aide positions. Two candidates were offered the position. If they accept they will start on August 1. June has been a good month with regards to statistics. A record number of youth materials were checked out in June. The ReadSquared program seems to be a success and we have a large number of adults who have signed up for the Summer Learning Odyssey. Thank you to the Friends of the Library for purchasing this program for us. We are looking forward to using it in the fall and winter for reading challenges for all patrons.

Committee Reports

None.

Old Business

Strategic Plan 2017-2020

We are currently pulling all the data together that we gathered from the three support groups and staff as well as survey responses. Two of the top three priorities identified in the survey mirror the priorities in the current strategic plan: lifelong learning and reading for pleasure. The additional priority identified was working in a quiet and comfortable space.

We are hoping to simplify the strategic plan to make it more easily accessible and understood. We will present the strategic plan to all support groups for review in August and September and present to City Council in September for adoption.

Open Carry

A comment was mentioned about the man who has been seen in town in various places carrying a long gun. He has posted his encounters with the police on YouTube. There is nothing else to report at this time.

New Business

Reference Policy

Woody asked about Section III: Ethics/Confidentiality and if a parent can obtain information about a minor. The answer is that per the library's confidentiality policy a minor has "the same confidentiality protection under library policy as that of any other patron. The library allows parents, legal guardians, or adult sponsors (individuals who are 17 years old or older and assumed financial responsibility for materials checked out under the child's card) to obtain specific information about the minor child's library records when materials are overdue or lost."

Karen Hill commented about being consistent with use of the Oxford Comma. Woody Woodard moved to approve the policy with changes and Susan Nelson seconded. Motion carried.

Volunteer Program

Only a few minor changes were made with regards to teens volunteering and their time commitments. We also added a few more job descriptions in the Volunteer Job Descriptions document attached to policy. Woody moved to approve the policy with changes and Susan Nelson seconded. Motion carried.

Unattended Children

Woody moved to approve the policy with changes and Ann Meyer seconded. Motion carried.

Other Business

A motion was made to dispense with the August meeting. Ann Meyer moved to approve and Woody Woodard seconded. Motion carried.

The next meeting will be September 8, 2016.

Respectfully submitted on July 19, 2016

Sandy Johnston