

## Lyons Library Board Meeting

May 14, 2012 Minutes

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Chair Amy Shield opened the meeting at 7:02 PM. Members present were Judy Wells, Love Cross and Cindy McMahan. Member Lillian Halseth-Taylor was excused. Librarian Harris took the minutes.

Chair Shield asked everyone to stand for the Pledge of Allegiance.

Changes or Additions to the Agenda: Satellite Library was added under new business.

Approval of the April 16, 2012 Minutes: Minutes will be approved at the next Board meeting due to the inability in pulling them up and then printing. Librarian Harris suggested Member Halseth-Taylor be listed as excused in the minutes since she did send an email pertaining to a family medical emergency.

Reports: The reports were ready for review. Harris noted she used the old format to run the circulation reports and planned to do the new format for a comparison but the computer is so slow it takes forever, so it will be done at a later date.

Chair Shield asked if the proposal for the all-in-one computer has been approved. Harris had the recommendation for the Board to sign so that it could be sent for approval. She felt the all-in-one computers took up more space on the counter and had information on a Compaq Presario CQ-2713w (listed at \$295.00) she would prefer. The Board agreed with whatever Harris needed. Harris reported the Friends of the Lyons Library have approved the purchase of 6 new computers to replace the Internet computers, which were donated 4 years ago and were at least 2 years old then. A secured lock down program will need to be purchased and installed, since the current program will not work with Windows 7.

Harris reported the library received \$300 from the Youth Benefit Golf Tournament and she has booked the Oregon Raptor Center with the funds as part of the Summer Reading Program. She also wrote a grant for \$1000.00 for the Linn County Cultural Coalition. She hopes to have Mo Phillips do a program where the kids will learn about music, then write and record a song! If enough funds are granted, they will be used for a Dream-Catcher program, the purchase of music, and the purchase of an MP3 player or 2 for raffling.

The PYM: Harris gave a report on Patrons from Dynix with outstanding charges that will be purged due to the statute of limitations. Lyons had 133 patrons owing \$5,298.11. The total owed for all of CCRLS was \$904,793.13. Harris noted a disc with the names and charges will be made for libraries wanting to print their patron's information.

Old Business:

Copy Fees: The Board reviewed Resolution #458 with the new charges for copies. Charges are per side and the Library is the only one doing color copies. Harris stated Ultrex will be charging a \$5.00 shipping

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fee for toner cartridges to be sent, due to the increase in gas prices. Member Cross asked if it was per cartridge or shipment. It states per order so multiple toners should be requested at a time.

2012-2013 Library Budget Proposal: Harris reported City Manager Mitchell is still working on the budget. A special meeting was needed due to SRS (State Revenue Sharing) funds, so action was needed prior to the budget figures being “finalized” for the Budget Committee. Harris will make copies of the library’s proposal for the Members.

Plinkit: Harris reminded everyone the Plinkit training will be May 18, 2012 at 10:00 here at the library. Handouts pertaining to the training were in each Board Members packet. The training should be two hours or less.

Landscaping: Harris reported back from the Friends of the Lyons Library meeting on the black plastic removal. She was informed that when the WAVES project (clean-up of the library grounds) was done, there wasn’t any plastic on the ground. The City had to have placed it when they added the bark dust. They felt the City had maintenance persons that could do the work needed.

Satellite Library: Librarian Harris gave an update on the satellite library at City Hall. CCRLS was out and the computer was installed and updated. City Manager Mitchell has the information for logging on and updating. Duplicate books were placed on the shelves as well. The satellite library will provide an Internet station that allows searching the CCRLS card catalog. Patrons may place holds but will need to visit the library to pick them up or have them delivered. Harris worked with City Manager Mitchell to create a pamphlet called *Housecalls*. Once this is ready, publicity will go out to local papers.

With no further business to address, Chair Shield closed the meeting at 7:37 PM. There was discussion on whether to have a meeting in June. It was decided to hold off on meeting until September 10, 2012 unless there was a need. Harris would email if one was needed.

B. Harris

Secretary