

## **Kingston City Library Board Minutes March 10, 2005**

President Mary Elise Clevenger called the meeting to order. Attending were board members John Will, Brenda Malone, Roger Caldwell, Dot Hanna and Library Director, Steve Jacks. Board member Pete Malmquist was absent.

**Minutes** from January meeting were approved.

**Treasurer's Report** was read and approved. Current balance is \$15,162.11. Laptop computer has been purchased to be used for Civil War Project with funds from the Pettway Grant.

**Friends of the Library** were represented by Diane Cash. She reported that the Friends have donated \$500 to the library to purchase large print books. Diane also reported on other projects sponsored by the library.

- National Library Week will be April 10-16. Various speakers have been invited to speak at the library during this time. John motioned and board approved the spending of up to \$300 on Amnesty Week events.
- In an effort to reach out to senior citizens and children, the library is providing books to the residents of Jamestown and Wellington Place Assisted Living Centers, as well as Calvary Christian School and Daycare.

### **Director's Report**

- Plans are being made for the Summer Reading Program. Five speakers have been secured to participate.
- Board game night is being planned for one night a week during the summer.
- Change in library patron card: Starting immediately, new patrons will be required to apply for a card. A postcard will be mailed to them. Upon returning the postcard, a library card will be issued. Motion for this change was approved by the board.
- Staff Training Attendance: Motion was made and approved that employees attending workshops be given time off only for the hours of the workshop and travel time.
- Patron suggestion: Patron complained about the noise from the desk as staff conducts business on the telephone. Problem was solved by switching Karen to Diane's office.

- Web page is continuing successfully.
- Motion was made and approved to reimburse Steve for a \$60 overrun on the purchase of a VCR-DVD.
- Ijams Nature Center will present a program at the library on March 31 at 1:30.

### **Old Business**

- Mary Elise, John, and Pete will meet with Jim Pinkerton for clarification on the library being able to keep money from fines and copying fees.
- 2005-2006 budget was approved.

### **New Business**

- 2005 Pettway Grant application will request \$3500 to be used for audio tapes.
- Volunteer application by Nancy Curtis was approved.
- Money is not available to hire a part-time worker to do computer work. This position was discussed at the last meeting.
- Steve would like to get a clarification of the Kingston Family Medical Leave policy.

**Next meeting** will be held on May 19<sup>th</sup> at 7 p.m.

Meeting was adjourned.

Respectfully submitted:  
Brenda Malone