

## **Submitted by Anne Iehl - Secretary**

### **Alta Library Minutes from October 13, 2022 Meeting below:**

Call to Order by Gigi Nelson at 0515 p.m.

Present: Director: Tirzah Price, Board: Anne Iehl, Jeri Kolpin, Gigi Nelson, Colleen Schwanz, Bruce Hinkeldey. Absent: Natalie Bradburn, Anna Garcia.

Approve October Agenda - No changes. Motion to approve by Colleen, 2<sup>nd</sup> by Bruce. Approved

Citizen Input – None.

Approval of September 8, 2022 Meeting Minutes – No changes. Motion to approve by Anne, 2<sup>nd</sup> by Colleen. Approved.

Statistical Reports – Reviewed Sept Statistical Reports.

City Revenue and Expense Reports – Reviewed September Revenue and Expense report.

Approval of September Bills – Motion to approve bills by Anne, 2<sup>nd</sup> by Jerri. Approved.

### **Old Business:**

- Update regarding building maintenance: security camera ordered and here, working with Zach to install.
- The Pergola Project: update from September 12<sup>th</sup> school board meeting, not willing to commit to something permanent due to construction planning for the school. Will look into a tent.
- Update on Dolly Parton Imagination Library project progress – everything approved and ready to go, waiting to be operational and Tirzah will post on Facebook.
- WiFi Hotspots and Charging Station update – ordered charging station, money approved for hotspots.
- Public Library Standards Review and Endorsement Renewal Update – Tirzah reviewed to do list with a deadline of January 2023.
- Policy Updates: Circulation and Collections procedures reviewed. Planning meeting scheduled for October 27<sup>th</sup> at 0515 p.m.

**New Business:**

- Director's report & October Staff Calendar reviewed: Director endorsement 5 of 32 courses complete, costume party scheduled for Oct. 29<sup>th</sup>, Lego time brought in 27 kids, Santa scheduled for 1<sup>st</sup> weekend in December, Overdrive – direct authentication requires password, removed patrons that were not in BV County, deleted 487 patrons due to no activity, seeing increase in school and classroom usage.
- Policy updates: Personnel and Internet/Privacy – Tirzah will submit requested changes.
- Faronics Deep Freeze Purchase – necessary to secure public computers
- November and December hours reviewed against policy, motion to approve by Anne, 2<sup>nd</sup> by Jeri. Approved.
- Approve Annual Report to City Council – motion to approve by Bruce, 2<sup>nd</sup> by Anne. Approved
- Sale of discarded books – Tirzah to look into company that can take the books that are not selling.

**Next Meeting: October 27<sup>th</sup> @ 5:15pm**

Meeting Adjourned @ 6:48 pm