

- I. **CALL TO ORDER AND SAFETY INSTRUCTIONS:** Board President Carol Keeley called the meeting to order at 6:30 P.M. and reviewed directions for evacuation and/or safety concerns with all present.

MEMBERS PRESENT:

Carol Keeley
Mary Karban
Catherine Kreher
Mary Smith
Helen Thompson
Mary Stiehl
Philip Silsby
Victoria Weygandt
Rhonda Ross

EXCUSED:

Guest Tony Schneider, Leander Spearman and Gail Eisenhart were also present.

- II. **PUBLIC COMMENTS:** None
- III. Victoria Weygandt moved to accept minutes of the June 2016 Board meeting as corrected. Motion was seconded by Helen Thompson. Minutes were approved.
- IV. **PERSONNEL/LEGAL:** No report
- V. **POLICY:**
- The proposed policy for the use and borrowing of electronic Hot Spots by patrons who do not have personal internet access was reviewed by Board Members. After discussion by the Board, several minor grammar and syntax changes were suggested. A motion was then made by Catherine Kreher to adopt the Hot Spot policy with changes suggested by the Board. Motion was seconded by Mary Karban. Motion carried.
 - A Thirty-day Computer Pass Policy for Non-residents was proposed by Director Spearman. This is intended for non-resident computer users. A lively discussion among Board members followed, pointing out several pros and cons. Motion was then made by Philip Silsby and seconded by Mary Stiehl to table the policy for further study until the August 2016 meeting of the Board. Motion carried.
- VI. **PROPERTY, EQUIPMENT AND BOOKS**
- Mr. Spearman said the library has one year left with the current copier service provider, Da-Com, and it is time to consider whether or not to continue this contract. Several copier companies were invited to attend the meeting to review products and services offered. Mr. Spearman then introduced Mr. Tony Schneider, owner of **Watts Copier Leasing Company** to the Board members. Mr. Schneider outlined his company's proposal for services, noting they provide similar comprehensive supplies and services to the City of Belleville. A question and answer period followed, concluding with Mr. Schneider's departure. Following, the Board discussed the pros and cons of Watts' proposed contract in depth. Philip Silsby made a motion that the Board accept the proposal from Watts

Copiers. Motion was seconded by Catherine Kreher. Board members were polled and motion carried. Mr. Spearman will contact Mr. Schneider and arrange to accept the contract as proposed.

- Mr. Spearman reported that **Hoopla** use is gradually increasing following a slow start after approximately one month. Currently there are 80 registered patron users who are streaming material only to connected devices. Most popular items are audio books and music with some graphic novel and movie use.
- **Overdrive** use has been eliminated by the IHLS consortium. This was not a Belleville Public Library decision, but was made by the consortium and affects ALL IHLS libraries.

VII. FINANCE

- Motion was made by Mary Stiehl and seconded by Victoria Weygandt to pay the July 2016 claims. Regular claims were cited in the amount of \$19,626.89, prepaid claims \$20,427.51 and Petty Cash of \$125.20. Members were polled. Motion carried.

VIII. FUNDRAISING/PROMOTION/MARKETING:

- Mr. Spearman said he is aggressively pursuing alternate funding options. The following were noted:
 - Work continues on the Library Cookbook program. Recipes will be solicited from staff, Board members and several local restaurants. The goal is to have the cookbook ready for sale by December 2016.
 - Barnes and Noble will host a BPL Bookfair scheduled for July 23, 2016. On that day a percentage of all Barnes and Noble sales will be contributed to the Belleville Public Library. Mr. Spearman will participate personally to conduct a “story time” reading at the store.
 - Mr. Spearman continues to gather information regarding the Kohl’s Cares Grant program.

IX. LIBRARY REPORTS: Enclosed with information packets.

- X. **OLD BUSINESS:** Mary Smith inquired about the possibility of gathering library use statistics with the current system in place. Mr. Spearman explained this has become complicated and very time consuming because of IHLS system use of Polaris which drops service frequently. No resolution was found.

XI. CLOSED SESSION: None

XII. NEW BUSINESS:

- A ceremony dedicating the Microfilm Room to honor deceased Board Member Patricia Hamilton was held immediately prior to tonight’s Board meeting. An engraved plaque was viewed by the family and will be installed at the entrance to the room. Members of Ms. Hamilton’s family attended and expressed their gratitude to the library for honoring their relative.
- Power must be restored by local utility companies before a fallen tree can be removed from the front of the West Branch library after intense storms this week. No building damage occurred.

- XIII. **ADJOURN:** Motion was made by Rhonda Ross and seconded by Victoria Weygandt to adjourn. Motion carried. The July meeting of the Library Board of Directors adjourned at 7:35 p.m. The next meeting of the Library Board of Directors will be held **Thursday**, August 11, 2016 at **6:30p.m.** at the Main library.

Submitted,
Gail Eisenhart
Administrative Assistant