

- 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 Smith
Catherine Kreher
Helen Thompson
Mary Stiehl
Philip Silsby
Victoria Weygandt
Rhonda Ross

EXCUSED:

Mary Karban

Leander Spearman and Gail Eisenhart were also present.

- II. PUBLIC COMMENTS:** None
- III. APPROVAL OF MINUTES:** Catherine Kreher moved to accept minutes of the September 2016 Board meeting with one correction. Motion was seconded by Victoria Weygandt. Minutes were approved as corrected.
- IV. PERSONNEL/LEGAL:** No report
- V. POLICY:** A new policy was suggested by Mr. Spearman for Homebound Patron Delivery Service. This service would be available to persons who live in incorporated Belleville and who possess a current library card. Mr. Spearman noted this idea was recommended by library staff members as a service to patrons who have limited mobility and access to the library.

It was proposed that deliveries be made during normal hours of operation by an insured library staff member. Board Members asked if this provision would require additional staff and/or how many staff members would be involved in delivery service. Other concerns and suggestions included: could volunteers be utilized to provide this service; would deliveries be made to nursing homes; could deliveries be made outside city limits; on what days would the service be available; would there be an application process required; would this service be provided by all staff members or only supervisors; would this service be available only at the Main library or would it also be available at the West Branch library; would this change the scope of staff duties. It was further noted that safety of both employees and patrons must be of primary concern.

A motion was made by Victoria Weygandt and seconded by Mary Smith that the new policy as proposed be approved temporarily for three months, with a re-evaluation done at the end of that time period. Motion carried with a comment from Doctor Silsby that the staff be told the Board appreciates their proposing this idea for improved services to patrons.

VI. PROPERTY, EQUIPMENT AND SERVICES

1. Mr. Spearman said the project to provide "food for fines" in conjunction with the Interfaith Food Pantry is nearing the end and he will be delivering food collected to the Food Pantry during the

first week of November. He hopes to install the Little Fee Library box at the Food Bank at the same time..

2. Mr. Spearman was contacted by the Art on the Square Committee which would like to provide an outdoor sculpture of "Lucy" from the "Peanuts" comic strip to be displayed at the West Branch library. However, prior to installation, two trees on the West Branch property must be removed by the City for safety reasons. Mr. Spearman will pursue completion of this project.
3. The Belleville Public Library will act as the program organizer for The Human Library project. Mr. Spearman said he has spoken with several individuals and organizations who are willing to assist with this project, including Racial Harmony and PSOP. He has also contacted local Public Radio and television stations. Also, several individuals have said they would be willing to tell their personal stories and add to this collection. It should be noted this is a volunteer program without compensation to participants (unless wages are actually lost). After a comprehensive vetting process, it is hoped this project will be ready for presentation in early 2017.
4. Mr. Spearman is currently looking into a new library website and has contacted two companies to date for website design estimates. If and when this project is ready to move forward, he stressed this would not eliminate any current websites but, rather, would enlarge the scope possibility at the library. The library's URL would not change. This project will be delayed until it can be budgeted.

VII. FINANCE: Motion was made by Mary Stiehl and seconded by Mary Smith to pay the October 2016 claims. Regular claims were cited in the amount of \$13,179.63, prepaid claims \$19,110.67 and Petty Cash of \$161.12. Members were polled. Motion carried.

VIII. FUNDRAISING/PROMOTION/MARKETING:

Mr. Spearman said he has received only twelve recipes so far for the proposed cookbook project, noting many people have said they will submit but have failed to do so. The goal is to collect approximately 100 recipes in order to make this a viable project.

IX. LIBRARY REPORTS: Enclosed with information packets.

X. OLD BUSINESS: Hotspots have been delayed pending time availability of the IT man and library indemnification.

XI. CLOSED SESSION: None

XII. NEW BUSINESS:

XIII. ADJOURN: Motion was made by Rhonda Ross and seconded by Helen Thompson to adjourn. Motion carried. The October meeting of the Library Board of Directors adjourned at 7:30 p.m. The next meeting of the Library Board of Directors will be held **Thursday**, November 10, 2016 at **6:30p.m.** at the Main library.

Submitted,
Gail Eisenhart
Administrative Assistant