

Library Board Meeting Minutes

May 14, 2014

Present: Carol Ruggeri, Ted Smith, Gretchen Havner, Autumn Belloni, Laura Swanson, Evonne Mochon-Collura, Alice MacGougan (recorder)

Meeting called to order at 5:14 p.m.

Minutes from 3/12/14 approved unanimously.

Librarian's report (attached).

Smith told Board members that the Library's three stage plan is incorporated into Newport's "master plan." Architects have been consulted about the first stage of the plan, the library remodel.

Regarding the grants Smith is applying for to remodel the library, the results are 4-6 months away.

Ruggeri asked what staff learned at an OLA session about mentally ill patrons. Smith gave a recap of the session. Call the police if there's an issue, basically. The library does not have a panic button at any service desks. Smith wants them in the next budget. Smith described an incident that happened at the library the prior day.

Katie Bowler was recognized by Ruggeri for her excellent work at the Rotary Literacy Night.

Ruggeri noted that the Phillip Margolin program seemed well-received.

Door traffic might not be counted properly. Ted wants to let the counters run for a full month instead of a week. He thinks something's not right.

Havner asked about the lower computer usage reported in the library statistics for March. It is likely that the lower computer use is due at least in part to people using their own devices at the library. The library needs a way to track its wireless usage on phones and tablets. With regard to the lower circulation statistics for March, Smith explained that some of our dvd's have been consolidated (e.g., Season 1 of "MacGyver" now has all its discs in one box with one barcode instead of being split up into several volumes each with its own barcode, so it is counted as one item when it used to be counted as three or four). Following a comment from Havner on Newport not owning one of the original "Star Wars" movies, Smith explained our dvd collection development policy. We concentrate on educational media, and films and tv shows with edifying, substantial content. Big budget films that are in the collection have usually been donated.

Meeting room policy change.

Smith proposed a change to the "applying for meeting room use" section in the Newport Public Library Policy Manual (Appendix C, Section V). Smith wants to drop the fee schedule and complicated application process. It's inefficient and community members should not be charged a fee for utilizing a public service. The Recreation Center charges for the use of its rooms, but other city buildings do not. Belloni suggested that the library solicit donations instead of charging fees. With the exception of three or four longtime community groups, Smith wants to change the policy so that the meeting room can

only be reserved one month out. There was a discussion of extremist groups using the space. Bottom line: the library is a public building and anyone can use its services. Smith wanted to start slow in changing the policy, so he moved that for the time being, the \$5 charge for non-profit groups be dropped. Motion seconded, passed.

2014-2015 Library Budget (attached).

The library's plan to redecorate changes the budget somewhat (i.e., city contributions and grant awards for capital improvements to the library building make the line items different from prior years). Next year's city budget has been decided and Smith is pleased with the results under the new city manager, Spencer Nebel.

Meeting adjourned at 5:56 p.m.