

## **Burlington Public Library Board of Trustees Meeting**

October 3, 2017  
Meeting minutes

In attendance: Sara Ward, Jane Sneeringer, Cindy Lint, Maria Magana, Maria Plckering. Guest: Tonya Bieche

Jane moved to approve the minutes of the June meeting. Maria Magana seconded, motion passed.

### **Communications:**

- Staff Training Day a big success. Focus was on user experience, and three areas have been identified for improvement: Printing from Laptop or Desktop, Where and how to find holds, and. Database login ease
- Staff attended the United Way kickoff, NW ESD's State of Children and Families Learning Leadership Brunch and Harvest Festival.
- Panic buttons are being supplied to the library staff.
- Jenny and Jennifer presented to LTAC for next year's Quidditch Fest. Looks rosy.
- There is a new policy for lost and found items. After 24 hours, items will be turned over to the police department for safekeeping and return.
- There will be a pilot partnership with the parks department next summer for outreach to communities of folks who cannot make it to libraries and parks.
- New Police Chief will host storytimes on Saturdays.

### **Unfinished Business:**

- Library Bills: Cindy moved to approve. Maria M. Seconded. Motion passed.
- Weeds and Discards: Maria P. moved to approve. Jane Seconded. Motion passed.

### **New Business:**

- Budget Review: next year's proposed was compared with '17 and '16. Very similar \$20,000 of new books and materials will be determined after circulation analysis and review.
- Circulation balancing help will be coming next week from a Whatcom County Library personnel.
- Interesting circulation stats were available due to new software. Interesting trends observed; some of this data will drive balancing the collection for the coming year.
- Due to absences of board members, new photograph postponed until November.

Adjournment: 7:00

**Submitted by Cindy Lint**