

Fallon County Library Board
Library Basement
August 1, 2017
12:00 PM

Convene: The meeting was called to order by Gaye Sander.

Present:

Absent:

Gaye Sander - Vice Chair
Mark Jacobsen - Trustee
Sharon Huether - Trustee
Claudine O'Connor - Trustee
Candy Mettler - Trustee
Stacey Moore - Director / Recording Secretary

Public Comment - Agenda Items (10 minutes): None

Welcome New Trustee:

The Fallon County Library Board welcomes new Trustee, Candy Mettler.

Minutes and Circulation, Service, and Financial Reports:

Sharon Huether moved and Claudine O'Connor seconded the motion to approve the Closed Session minutes for the May meeting. Motion carried. Claudine O'Connor moved and Mark Jacobsen seconded the motion to approve the minutes from the May meeting. Motion carried. Mark Jacobsen moved and Sharon Huether seconded the motion to approve the Circulation, Service, and Financial reports for May and June. Motion carried.

Unfinished Business:

Mark Jacobsen moved and Sharon Huether seconded the motion to hold Bi-Monthly meetings. Motion carried. Meetings will be held every other month starting in August and if needed, Special meetings will be called.

New Business:

Election of Chairman and Vice-Chair. Gaye Sander moved and Claudine O'Connor seconded the motion to nominate, Mark Jacobsen as Chairman. All in favor. Motion carried. Claudine O'Connor moved and Candy Mettler seconded the motion to nominate Gaye Sander as Vice-Chair. All in favor. Motion carried.

Revision of Internet Acceptable Use Policy, Internet Access Permission for Minors, Computer Policy, Damaged Materials Policy, and Overdue Materials Policy. Director Moore asked for revisions on these policies. Director Moore stated since taking over as the library director we have used best practices to make sure library materials are returned. In as much, computer use is restricted until materials are returned and/or paid for. This has worked well but feels it needs to be stated within these policies. A discussion was held, Mark Jacobsen made a motion

to revise named policies. Claudine O'Connor seconded the motion. All in favor. Motion carried

Updates:

Newspapers are digitized through 2009 and loaded to the Montana Newspapers website. We will be continuing to work with them and load up to 2013 in the near future, and as the filming of 2014-present is done, continue loading them. We are also having a MARC Record created for our collection so it can be added to the Library Catalog.

Yearbooks are digitized through 2004.

Genealogy project is working on K.

Announcements:

Library will be closed Monday, September 4, 2017 for Labor Day and Monday, October 9, 2017 for Columbus Day. Regular hours will resume on Tuesday after each holiday.

Claudine O'Connor presented her resignation to the Fallon County Library Board.

Next Meeting:

October 10, 2017 at 12:00 PM in the Fallon County Library Basement.

Public Comment - Non-Agenda Items (10 minutes): None

Adjournment:

Mark Jacobsen adjourned the meeting.

Mark Jacobsen
Chairman

Stacey Moore
Director / Recording Secretary