

Canton Public Library (CPL)
Board of Trustees Monthly Meeting
Official Public Records Minutes

Thursday, June 15, 2023, 6:00 PM

Members (Present):

Shawn Walling, Katie Marney, Patti Meldrum, Heather Feldkamp, Kate Bevans, Stephanie Chancellor, Mary Kay Lane.

Call to order:

Meldrum called the meeting to order.

Public Comment:

None.

Approval of Agenda and May Minutes:

Walling made a motion to approve and Bevans seconded. Motion carried.

Director's Report:

Still searching for a new person to look into working on the board room because the person who came to look at it said he couldn't do it with the mold.

Beth Weaver's approval is coming next month from city council.

Friend's Report—things are doing good for the friends

Financial Report for this fiscal year:

Walling moved to approve the financial report and Chancellor seconded. Motion carried.

New Business:

Proposed Budget:

Stephanie Chancellor presented the budget for the next fiscal year. Noticeable changes will be the payroll budget raising by 7% and other increases for utilities. The new budget leaves us approx. \$23,000 over budget. This can be managed with funds in our operating account.

However, members discussed the need for work to begin this winter in preparation for a vote for a tax increase. The current budget is not sustainable. Chancellor motioned to approve the budget, Walling seconded. No discussion. Motion carried.

Policy Changes:

Collection Development – Several additions or changes are suggested because of the latest need from the Ashcroft Rule. Marney brought up the need for the wording of “access” to be changed to protect the library. This should be changed to something that reflects only the

ability to CHECK-OUT materials (“borrowing privileges”). This will protect the library from having to be responsible for what people are looking at. Challenges can be made to any materials and/or displays in the library. If there are any challenges, it must be published. Walling made a motion to accept the policy with proposed changes to “access” language. Chancellor seconded. Motion carried.

Statement of Concern about Library Resources –Walling made a motion to approve. Bevans seconded. Motion carried.

Student Library Card – the word “access” will need to be changed to “borrowing privileges”. Chancellor made a motion to approve with proposed changes. Bevans seconded. Motion carried.

Library Programming – an age-appropriate guideline needed to be added. Walling made a motion to accept. Chancellor seconded. Motion carried.

Meeting Room – change “48 hours” to “2 library operating days”. Chancellor made a motion to approve with changes. Bevans seconded. Motion carried.

Exhibits – an age-appropriate guideline needed to be added. Walling made a motion to accept. Bevans seconded. Motion carried.

Proposed Circulation Policy – this policy needed to be added to define the library card user agreement rules. Change “General Card Requirements” to “Library Card for Adults”. Change the word “access” to “borrowing privileges”. Walling made a motion to approve with changes discussed. Bevans seconded. Chancellor noticed a duplication of paragraphs. Walling withdrew his first motion. Walling changed his motion to reflect the latest change. Chancellor seconded. Motion carried.

Library Card User Agreement – Change the word “access” to “borrowing privileges”. Walling made a motion to approve with the proposed changes. Bevans seconded. Motion carried.

Election of Officers:

Walling made a motion to keep the officers as they stand through the next fiscal year ending with June 2023. Marney seconded. Motion carried.

Library Statistics--Mary Kay discussed the highlights of the statistics report.

Meldrum would like to talk to Jarrod about getting some storage space at the old city hall for rarely used library stuff.

Walling made a motion to have the next meeting on August 8th. Chancellor seconded. Motion carried. Meeting adjourned at 7:30.