

NEW BUSINESS:(CONT)

*Megan checked with PLS regarding policies as part of the new Minimum Standards:

We have: Confidentiality of Library Records
Conflict of Interest
Whistle Blower
Meeting Space
Internet Use
Personnel
Financial Controls (ex:-Petty Cash, Purchasing/Procurement)
Disaster Response

We need: Collection Development and Weeding Policy
Code of Ethics

MOTION

Motion made by Cathy VanHorne, seconded by Debbie Lund to adopt the Collection Development and Weeding Policy Procedures. Voted on and carried.

*Bruce Mayer said that the Town Board approves all policies and procedures annually.

MOTION

Motion made by Cathy VanHorne, seconded by Debbie Lund to adopt the Code of Ethics of the American Library Association. Voted on and carried.

*Discussion was held regarding the Discrimination and Harassment policies.

MOTION

Motion made by Cathy VanHorne, seconded by Chris Preston to adopt the policies on Discrimination and Harassment. Voted on and carried.

*Megan will upload all of our approved policies and procedures onto our Library Website. Cathy suggested that the Town Board have a link of Library Policies and Procedures on the Town Board Website. Bruce will talk to the Town Board about this request.

*Megan presented the Board with the Long Range Plan for 2021-2025. The Library Board needs to reach out to the Lima community for input for this plan.

* It was suggested that maybe The Friends of the Library could set up at the Farmers Market to canvass/survey patrons there. Barb Brenner will check this out to get approval from Farmers Market to canvass.

*Bruce Mayer will do surveys of the Town and Village Board members.

NEW BUSINESS (CONT)

*Each Library Board members will do 2-3 people in 2 different groups: Users of the Library and Non-Users of the Library.

*We will need to meet to summarize the surveys for the Long Range Plan.

MOTION

Motion made by Debbie Lund, seconded by Chris Preston to hold a special meeting on October 21st at 10:30 a.m. to summarize the surveys to be used in the Long Range Plan.

Voted on and carried.

*We need to work on a “vision” statement for the future. Tabled until our next meeting.

*Discussion was held regarding the expenditures for the roof. Megan will check with Ron at PLS to get the current amount.

Chris Preston asked about student library cards. When she was teaching she asked her students to be sure they had a library card to use on their student projects. Hopefully we will be opening up again in October to the public.

Motion made to adjourn the meeting at 11:45 a.m.

Special meeting: October 21, 2020 at 10:30 am.

Next meeting: Wednesday, November 18, 2020 at 10:30 am.