

## ALAMANCE COUNTY LIBRARY COMMITTEE

**Regular Meeting**  
**May Memorial Public Library**

**Tuesday May 15, 2012**  
**12 Noon**

### **Minutes**

**Present:** Carlene Morton, Carolyn Allen, Mary Dingeldein, Kitty Hupman, Lennie Stout, Shirley Beyer, Jo Grimley, Mike Cross, and Tim Sutton

**Absent:** George Byrd, Jr.

The meeting was called to order at 12:03 pm by Shirley Beyer, Chairwoman, who welcomed new Library Board member Carolyn Allen, and County Attorney Clyde Albright.

#### **PUBLIC COMMENT:**

- Members of the public present were Jeremy Ireland, Scott Zinty, Brian Nienhaus, Bianca Nienhaus, Anne Cassebaum and Ben Ansbacher. Bianca Nienhaus spoke on the issue of the Matricula consular card and the desire to have it recognized as a form of ID. Board members were given information from Reforma section of ALA regarding suggestions on what documents could be accepted to establish identification.

#### **APPROVAL OF MINUTES:**

- It was moved and seconded that the minutes of the February 21, 2012 meeting of the Library Committee be accepted. This motion passed unanimously.

#### **REPORT OF DIRECTOR:**

- MJ updated us on some staffing changes, including the resignation of May Memorial Branch Manager Susan Benning.
- MJ shared a letter from a young man who had a suggestion to make regarding the library. His suggestion was to have what librarians refer to as floating collections because it would save money and time. MJ let committee members know that we already do this with some of our collections (playaways and large print for example).

#### **UNFINISHED BUSINESS:**

- Self-checkouts have been installed and seem to have the bugs ironed out.

#### **NEW BUSINESS:**

- Because some reticence had been expressed about sharing contact information on Committee members, MJ suggested the possibility of establishing one Gmail

account that each member would have access to. This was followed by discussion that included who would be responsible for answering emails and how would members know if something had been responded to. It was pointed out that by agreeing to serve as a member of the Library Committee contact information is a matter of public information. Members were reminded that addresses, email addresses and phone numbers could be given out if asked for. It was decided not to establish a Gmail account and that MJ would give out contact information when it was requested by the public.

- There was an incident report filed at Graham Public Library. A patron fell out of the computer chair and then filed a report. The chairs are light weight and tend to roll easily. MJ is exploring the purchase of more heavy-duty chairs, but the budget is very tight this upcoming fiscal year. This particular incident involved a woman who was using library computers using someone else's library card because she was blocked from library services.
- Board members whose terms expire June 30, 2012 are Shirley Beyer, Mary Dingeldein, Kitty Hupman, and Lennie Stout. After checking with the City of Graham to ask about the possibility of Lennie continuing to represent Graham, it was established that Graham was interested in having Lennie continue to serve. Everyone was interested in continuing to serve on the Library Committee so MJ will send their names to the County Board of Commissioners for approval at their next meeting.
- MJ presented three revised policies to the Committee for their approval. 1) The Bulletin Board Policy was expanded to include the lobbies of each library. Material may be placed in lobbies with priority given to material distributed by government, nonprofit and charitable organizations. Commercial material will be accepted on a space-available basis and may be removed in the event space is needed for non-profits. 2) The Volunteer Policy was revised to include the statement that selection of volunteers is at the discretion of branch managers. A paragraph was also added that addresses situations in which family members of library staff volunteer, stating that they could not volunteer in situation in which they are directly supervised by a family member. This reflects the County's hiring practice regarding family members. 3) The Programming Policy was revised to include a form for patrons that have an objection to a library program to fill out as well as outlining the procedure for handling such a complaint. A review of the policy had indicated to us that, while we mentioned such a form, one had never been compiled. It was moved and seconded that each policy be approved. Committee members voted in favor of approval.

#### **FUTURE MEETING DATES**

Committee members were reminded that the next meeting of The Library Committee will be on August 21, 2012 at May Memorial Library at noon.

**The meeting was then adjourned.**