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Minutes of the MANNFORD PUBLIC LIBRARY BOARD

President of the Library Board Dr. Erin Carley called the regular meeting of the Mannford Public Library Board to order at 6:00 p.m. on Thursday, December 7, 2017 at the Mannford Public Library.

A quorum was established with roll call. Members present: Iris Hildebrand, Marty Sikes, Erin Carley, and Nannette Tresner. Absent: Gerald Glass. Also in attending were librarians Colleen Branson and Barbara Smythe.

There were no special guests or citizen petitions.

The minutes of the November 7, 2017 regular meeting were read and approved as presented. The November invoices were reviewed.

There were no Library Board member reports.

Under the Director's Report, Colleen reported the following:

1. Amnesty Week in November didn't go as well as hoped. \$41 in fines waived with approximately 200+ patrons listed. Contact was made by phone or email; however, contact was not always successful. Will do this again in the spring with letters this time.
2. Star Wars Party is tomorrow and Parents' Night Out is Dec.21. Both events will have crafts and snacks.
3. Want to find ways to increase library traffic, e.g. circulation, computer usage, etc.

Under Other Librarian reports, Barbara said that story time and lap sit times are about the same as usual: Tuesdays attended mostly by daycare children and Fridays sees 2-7 attendees.

Under Scheduled Business, there was discussion of the library's interlibrary loan policy. Library was budgeted \$600 this year and postage rates are increasing next year. Barbara said the number of ILL requests has increased annually. Erin made the motion to amend the ILL policy to state that patrons are limited to two free books a month and any requests over that requires a \$2 per book charge. Patrons are limited to two requests at a time. Second by Nannette. Motion carries by roll call vote.

There was no New Business, although it was mentioned that all the library's policies will need to be reviewed by June 30, 2018 for State Aid compliance.

The next meeting is Thursday, January 4, 2018.

With nothing left to discuss, the meeting was adjourned at 6:28 p.m.

Board member

Librarian