

COTTONWOOD PUBLIC LIBRARY BOARD MEETING

Tuesday November 17th @ 4:30pm

Library Meeting Room

Agenda

Call to Order

I. Minutes

II. Library Director's Report

III. Old Business: Library Volunteer Party
Expansion Work Orders/Repairs

IV. New Business: Board Calendar
Youth Services Headphone Policy

V. Yavapai Library Network Update

VI. Correspondence

VII. Public Comment—The Board will receive comments from the public. Those wishing to address the Board need not request permission in advance. A three-minute limit per commenter will be observed. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for consideration and decision at a later date, so the matter can be properly placed on an agenda as required by the Arizona open meeting law.

VIII. Future Agenda Items & Calendar Updates

IX. Adjournment

Cottonwood Library Youth Services Rules for Users of Computer OPAC Headphones

All patrons who would like to use the Youth Services headphones will need to have their library cards with them and sign out the headphones at the Youth Services Desk. The library card and a sign-out card indicating which headphone set was checked out, will be kept at the Youth Services Desk until the headphone set is returned to the desk in good condition. Children under 10 years of age will need to have a parent or caregiver sign out the headphones for them.

If headphones are returned in poor condition, the responsible library card holder will be charged for the damages up to and including the cost of replacing the headphones. Parents and/or legal guardians are responsible for their child's computer use while in the library.

If you are using a guest library card and need to use headphones, a new headphone set may be purchased for \$3.00 at the desk.

If you have any questions, please let us know.

Thank you for assisting the library in maintaining our resources so that everyone can enjoy them!