

Cottonwood Public Library Board of Trustees
Regular Meeting 19, January 2010

Present: Jay Fleishman, Dede Ewald, Thelma Fisher, Liz Fuller, Joan Lambard, Susan Hawley, Vanessa Ward, Circulation Supervisor, Mary Griffith, Library Clerk, John O'Neill, Library Director,

Absent: Tyler Harding

The meeting was called to order at 4:30 p.m.

Minutes of the previous meeting were reviewed and approved as amended.

LIBRARY DIRECTORS REPORT: Circulation is up almost 25%. Reference questions are also up. The need for more parking was brought up again. Donations still benefit the library even though the processing supplies can be costly.

OLD BUSINESS: The staff party was a great success and fun for the library staff and board. The Library Volunteer party on April 18th will have the theme "Fiesta". We are still working on entertainment and are hoping to have dancers. Mexican food will be provided by the Jerona Café.

NEW BUSINESS: We will be rearranging some furniture and shelving in the near future. Patrons that have books being held for them will be able to pick them up themselves as they will be right inside the entrance door at what is now the New Books shelf. The items will have the spines facing down for privacy issues. The New Books will be kept on a separate shelf.

The budget is posted on the City of Cottonwoods web page and budget sheets are being sent around to Department Heads for more cuts. The temporary employees that we have are being cut which means we will not have coverage for evenings and Saturdays. In effect, we may have to close the library for two extra days per week. At this time we are looking at being open Monday through Thursday from 10:00 a.m. to 6:30 p.m. These hours were selected because Saturday is the slowest day of the week with Friday being the second slowest. Utility costs will be reduced and the hours will give patrons a choice to go to other local libraries as well. Merit increases may be cut the first of this next fiscal year.

YAVAPAI LIBRARY NETWORK UPDATES: Symphony has two different software programs to choose from. Vanessa and Mary began training on the Staff Web Client today but it may not be as advantageous as the Work Flows program which they will be trained on next week. Work Flows has the option of working offline when the internet goes down and has much better reports. We are still scheduled to go live with Symphony in March.

CORRESPONDENCE: The library staff gave a thank you note to the Library Board for the luncheon they provided on January 6th, 2010.

PUBLIC COMMENT: None

FUTURE AGENDA ITEMS: Library Volunteer Party
New Arizona State Law re: illegal aliens
Books Online

The next meeting is scheduled for February 16th, 2010 at 4:30pm.

The meeting was adjourned at 5:21 p.m.

Respectfully submitted,

Mary Griffith

Amended minutes approved at the 2/16/10 board meeting. John O'Neill, director