

Cottonwood Public Library Board of Trustees  
Regular Meeting 15, September 2009

Present: Jay Fleishman, Joan Lambard, Dede Ewald, John O'Neill, Library Director, Thelma Fisher, Susan Hawley, Liz Fuller, Tyler Harding and Vanessa Ward, Circulation Supervisor, Scott Manjarpan, City Project Manager, Mary Griffith, Library Clerk

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

Minutes of the previous meeting were approved as amended.

**EXPANSION REPORT:** Scott Manjarpan, the City Project Manager, discussed resolving the water leaks throughout the new addition. The company that installed the windows reported that there is a lot of exposed block, and they will be adding additional waterproofing, however Scott suggests that the Maintenance Department waterproofs every few years as a preventative measure against future problems. They will also add more weather stripping to the fire exit door in the Youth Services department, and will check on where the leak is coming from in the old Youth Services desk wall.

**LIBRARY DIRECTORS REPORT:** Bookmarks is planning to purchase new shelving and computers for staff and volunteers. Most of our computers are old and it will be nice to have the same models and programs for all. The computers will be ordered using the specifications from the YLN to insure we have the hardware and software that the new web-based system needs. We will have a "ghost" copy which will reboot a computer to the original state if it crashes. The Arizona State Library has a nice goal of trying to get extra money to purchase updated computers for all the public libraries.

**OLD BUSINESS:** The last few years our budget has gone from \$105,000 to \$110,000 and recently dropped to \$40,000. The library has never asked for any capital funds but we may have to this year. The city wide volunteer party will not be held in December this year. The city is planning to hold the volunteer appreciation and recognition rewards party along with the opening of the new Recreation Center and will be held sometime in April 2010. The library will continue to hold our separate annual volunteer party during National volunteer week in April.

**NEW BUSINESS:** John will email the Board Calendar to members

**YAVAPAI LIBRARY NETWORK UPDATES:** The migration to the new system should be complete by March 2010. We should be receiving a test module soon which will be used for training both staff and volunteers.

**CORRESPONDENCE:** None

**PUBLIC COMMENT:** None

**FUTURE AGENDA ITEMS:** Update on water leaks  
Test Module for the YLN Network migration  
Date of Volunteer Luncheon

The next meeting is scheduled for October 20<sup>th</sup>, 2009 at 4:30pm.

The meeting was adjourned at 5:27 p.m.

Respectfully submitted,

Mary Griffith