

Cottonwood Public Library Board of Trustees  
Regular Meeting 15 December 2009

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

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:** The city is still trying to find areas to cut expenses without cutting staff. The department heads have been asked to provide feedback from employees that may have additional suggestions. We have been discussing changing our hours to help reduce the cost of utilities. All employees would be here 5 days a week which would help coverage for the overall schedule. In the event we do change our hours of operation, we would need 21 days to implement it due to book due dates and public notices. If an employee leaves at this time, we will probably not be allowed to replace them.

**OLD BUSINESS:** The Library will hold the annual Volunteer Luncheon on April 18<sup>th</sup>, 2010. The staff luncheon will be held January 6th, 2010 from 12:00 p.m. to 2:30 p.m. in the break room and will be provided by the library board members.

The Expansion Repairs are still in the process of being completed. The elevator still has some problems and the drainage pipe by the fire exit in the Youth services area is a problem because it is too close to the door. Water that seeps through the door could be a hazard by ruining the carpet and creating mold. Building work includes re-roofing for the large type and bookmark room areas. There was flooding during the last storm due to the buildup of leaves and debris in the drainage system. Maintenance will need to be reminded to clean them out on a yearly basis.

**NEW BUSINESS:** One of our volunteers wrote a nice letter that was published in our local newspaper about donating to the Library this holiday season. We will continue to be thinking of and checking on different fund raising ideas.

**YAVAPAI LIBRARY NETWORK UPDATES:** The staff has begun video training for the new software and with the test module.

**CORRESPONDENCE:** None

**PUBLIC COMMENT:** None

**FUTURE AGENDA ITEMS:** Library Volunteer Party  
Building Work

The next meeting is scheduled for January 19<sup>th</sup>, 2010 at 4:30pm.

The meeting was adjourned at 5:19 p.m.

Respectfully submitted,

Mary Griffith