

Cottonwood Public Library Board of Trustees
Regular Meeting 21, December 2010

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

The meeting was called to order at 4:33 p.m.

Minutes of the previous meeting were reviewed and approved.

LIBRARY DIRECTORS REPORT: The monthly statistics are getting better, but the information may still not be as accurate as it used to be. They show that circulation is down 27% from November of 2009. End of the year statistics should show us more accurate figures.

We are currently recruiting for a new Library Clerk. The application process closes on Monday December 27th. Youth Services did very well in the holiday parade. The Teen Advisory Board (TAB) would like to participate again.

OLD BUSINESS: Dr. Fleishman's memorial fund through Bookmarks currently has \$330.00. Replacing the fruit bearing trees is still the goal, with the maintenance department handling the removal of the current trees.

NEW BUSINESS: The library has ten days to submit options to the city for a drop box to be set up. It will cost about \$7,000.00 to purchase a drop box with 2 tubs. At this time the location at the end of the sidewalk on the parking lot side of the building looks good. It would allow patrons to pull in from both sides to drop off their items. Security and procedural ideas are currently being reviewed to keep our staff and materials safe.

Staff is looking into GovNet/SaccNet which is a grant that will enable communications through a microwave tower that would be placed on top of the building. The towers would then transfer secure information from site to site. We would have to provide our own firewall but it is bandwidth driven which means it would be available to all wireless networks and would enhance information sharing.

Staff is making suggestions to reconfigure the two positions that we have been unable to fill due to budget restraints.

YAVAPAI LIBRARY NETWORK UPDATES: The "holds" system is working much better. Telecirc is still being worked on.

CORRESPONDENCE: None

PUBLIC COMMENT: None

FUTURE AGENDA ITEMS: Drop Box
Budget

The next meeting is scheduled for Tuesday January 25th, 2011 at 4:30pm.

The meeting was adjourned at 5:40 p.m.

Respectfully submitted,

Mary Griffith