



**Lee County Libraries Board of Trustees**

**August 1<sup>st</sup>, 2018 Meeting Minutes**

- I) Call to Order: Chairwoman Dutton called the meeting to order at 5:31PM
- II) Roll Call
- a) Library Trustees Present: Chairwoman Mary Dutton, Vice-Chairman Jeff Hockaday, Trustee Cathy Griffith, Trustee Bill Cline Trustee Bill Tannenbaum, Trustee Sue Porr
  - b) Library Staff Present: Director Beth List
  - c) Others: County Clerk Jennifer Gamble

- III) Appointed Library Trustee's Oath of Office
- a) County Clerk, Jennifer Gamble swore in reappointed Trustees (Dutton, Hockaday, Porr and Cline) to the Library Board.

IV) Public Comments: NA

V) Adoption of Current Agenda:

**MOTION: Trustee Griffith motioned to adopt the agenda as presented for the August 1<sup>st</sup>, 2018 meeting. Seconded by Trustee Porr. Motion carried.**

*AYE: 5/5: Chairwoman Dutton, Vice-Chairman Hockaday, Trustee Griffith, Trustee Tannenbaum, Trustee Cline, Trustee Porr*

*NAY: 0/0*

VI) Approval of Previous Meeting Minutes as submitted:

**MOTION: Trustee Hockaday motioned to approve the minutes of the June 6<sup>th</sup>, 2018 meeting as submitted. Seconded by Trustee Porr. Motion carried.**

*AYE: 5/5: Chairwoman Dutton, Vice-Chairman Hockaday, Trustee Griffith, Trustee Tannenbaum, Trustee Cline, Trustee Porr*

*NAY: 0/0*

- VII) Library Director Report - (see attached)
- i) Safety Report – see attached
  - ii) Friends Report
    - (1) The Friends Book Sale will be September 27<sup>th</sup> – 29<sup>th</sup>. They are seeking volunteers to assist with the sale.
    - (2) A wish list was presented to the Friends by Director List and staff. It is being considered and will be discussed at their next meeting following the book sale.



VIII) Old Business

- a) Appropriate Behavior Policy
  - i) Discussion ensued. Board members will review the proposed draft and make changes or approve at next board meeting.
  - ii) A proposal was made to include the Safe Child Policy within the Behavior Policy.
- b) Collection Development Policy - tabled

IX) New Business

- a) STEAM Junction Field Trip
  - i) Trustee Porr has arranged a tour at STEAM Junction in Burlington for interested trustees and staff.
  - ii) Discussion ensued regarding the importance of STEAM education and its crucial role in the library. The impact on the growth and development of our community.

X) Other Business

- a) Meeting Room Policy
  - i) Director List requested this be added to the agenda for further review. Proposed changes were presented and the board has been requested to review for discussion or approval at the next meeting. The County Legal Department is reviewing the policy as well.
- b) Important Dates:
  - i) STEAM Junction tour is scheduled for August 22<sup>nd</sup> at 10am. Trustees and staff interested in attending are asked to meet at the library at 8:30 am.
  - ii) The Libraries will be closed on Saturday, September 1<sup>st</sup> through Monday, September 3<sup>rd</sup>, 2018 for the Labor Day Holiday.
  - iii) The next Library Board Meeting is scheduled for Wednesday, September 5<sup>th</sup>, 2018 at 5:30PM.

XI) Adjournment

**MOTION: Trustee Hockaday motioned to adjourn the meeting at 6:26PM. Seconded by Trustee Tannenbaum. Motion carried.**

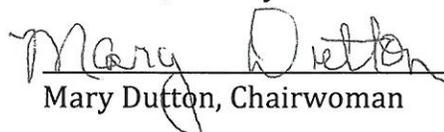
*AYE: 5/5: Chairwoman Dutton, Vice-Chairman Hockaday, Trustee Griffith Trustee Tannenbaum, Trustee Cline, Trustee Porr*

*NAY: 0/0*

Respectfully submitted by:

  
\_\_\_\_\_  
Beth List, Library Director

Accepted and approved:

  
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Mary Dutton, Chairwoman