

**PINCKNEY COMMUNITY PUBLIC LIBRARY BOARD MEETING
SPECIAL BOARD MEETING
OCTOBER 22, 2018
1 PM
MINUTES**

CALL TO ORDER @ 1:00PM

Present: Kate Pratt, President; Patti Nicholson, Secretary; Kenneth Hammer, Trustee; Karen Diaz, Trustee; Judith Wismont, Trustee; Hope Siasoco, Director and acting Treasurer; Jennifer Brennan, Note Taker.

PUBLIC COMMENT: None

NEW BUSINESS:

Issues:

- Proposed Changes to Library Circulation Policy
 - Proposal to Eliminate \$1 rental fees on Movies and TV Series – See attached proposal
 - Community Happiness impact
 - Patrons were very happy with no rental fees
 - In the past, rental income was used to purchase new DVDs now it is part of the budget
 - Line Item 600.4 Video Income
 - Judy Wismont made a motion to accept the changes to the DVD policy as suggested in Proposal 1 d., e., and f. and Patti Nicholson seconds. All approve and the motion passed.
 - Draft Proposal for Eliminating Fines on Library Materials – See attached proposal
 - Kathy Rooney already keeps track of overdue items every 2 weeks
 - 20-30 people per week have overdue items
 - Judy Wismont made a motion to remove daily fines on overdue general collection items and Ken Hammer seconds. All approved and the motion passed.
 - Ken Hammer made a motion that once a general collection item is returned the accrued daily fine is removed and Judy Wismont seconds. All approved and the motion passed. -Let it be known that this motion was later nullified when the new policy to remove late fees was adopted
 - The current Lost Book Policy was discussed
 - The Board feels the Current Lost Materials Policy has too long a time before an item is declared Lost
 - The Board feels that the amount of time suggested before an item is declared Lost in Proposal 1 h. is too short
 - Procedure to deal with lost materials to follow the time line described in Proposal 1 c.
 - Maximum of 8 weeks

- Kate Pratt made a motion to follow the time line suggested in Proposal 1 c. as the policy for declaring material lost with a maximum time of 8 weeks being possible and Karen Diaz seconds. All approved and the motion passed.
- Ken Hammer made a motion that Proposal 1 c. be adopted and Karen Diaz seconds. All approved and the motion passed.
 - Proposal 1 a., b., and g. were reviewed by the board and because no changes were made no motion was offered.
- Judy Wismont made a motion to implement the new Check Out Policy and New Lost Book Policy on January 1, 2019 and Kate Pratt seconds. All approved and the motion passed.
- Judy Wismont made a motion that amnesty for all late fee fines, excluding the cost of lost or damaged material replacement, be given on January 1, 2019 and Patti Nicholson seconds. All approved and the motion passed.

CALL TO THE PUBLIC: Jennifer Brennan likes the new policy and feels it will make patrons happy.

ADJOURNMENT @ 2:24 PM

Kate Pratt made a motion to adjourn and Judy Wismont seconds. All approve, and the motion passed.

Respectfully Submitted by Jennifer Brennan