Minutes
Tuesday, August 20, 2013
4:00 pm at the Farmington Public Library
Staff Conference Room

FARMINGTON PUBLIC LIBRARY ADVISORY BOARD

Members present: Maryann Thompson, Mary Keller, Dr. Carletta Thompson, Dick Gerding, Judy Castleberry, Paula Nickerson, Dan Sheesley, Dale Anderson
Staff present: Jenny Lee Ryan, Karen McPheeters

I. **Call to Order - 3:57**
Judy Castleberry, Chair

II. **Amendments to and/or approval of the minutes of the previous meeting**
a. Motion to approve made by Mary Keller
    i. Seconded by Dick Gerding
    ii. Unanimously approved by board

III. **Old Business**
a. Review of statistics and monthly report to the City Manager
    i. 70% of ebooks were checked out in July, showing increased useage of digital media
    ii. Distribution of 2013 Summer Reading Statistics.

IV. **New Business**
a. Introduction of new member – Dan Sheesley
b. Election of officers
    i. Chair
        A. Nomination of Judy Castleberry to continue as Chair made by Dale Anderson
            a. Seconded by Mary Keller
            b. Unanimously approved by board
    ii. Vice Chair
        A. Nomination of Mary Keller made by Maryann Thompson
            a. Seconded by Paula Nickerson
            b. Unanimously approved by board
c. Policy Review
    i. Library Adventures Policy
        A. http://www.infoway.org/classVisits/index.asp
            a. Suggestion to combine items #6 and #9.
            b. Suggested change to "Appeal Process"
                i. "…support the following appeal procedure" should be changed "will be followed."
            c. Suggested change to item #4

            i. "Teachers, parents and group leader"
        d. Suggested change to second paragraph under "Annual Planning Meeting"
            i. "All area teachers, educators and group leaders."
        e. Suggested change "Limit one visit per group per month."
        f. Add "Policy" to Acceptable Behavior
        g. Suggestion to change name of policy to "Library Adventures Tours, Class Visits and Field Trip Policy"
        h. Suggestion to add statement that the advisory board will review this policy annually.
        i. Motion to approve policy with all suggested changes made by Dr. Carletta Thompson
            i. Seconded by Paul Nickerson
            ii. Unanimously approved by board
    ii. Acceptable Behavior Policy
        A. http://www.infoway.org/policies/librarypolicy.asp
            a. Discussion of E-Cigarettes
            b. Suggestion to include e-cigarettes in item #2.
                i. No person may smoke or use any tobacco product, or tobacco substitute in the Library. This includes, but is not limited to, e-cigarettes.
            c. Suggestion to change "Library premises" to "Library" in item numbers. Library premises is defined in first statement.
            d. Research will be conducted by director to clearly define "Library premises" in opening statement.
            e. Suggestion to include statement that policy will be reviewed every two years
        B. Revised policy will be sent to advisory board members for review prior to next board meeting, and will be added to agenda to be voted on during October meeting.
d. Director's Report
    i. Long Range planning
        A. Meetings to be held with Bill Hidell October 21-25
            a. Secondary dates November 4-7 if long range planner is not available in October
        B. Discussions will focus will be on direction of the library, and how it will fit into the long range plan for the city.
    ii. Maker Spaces
        A. Recent library trend across the nation, focuses on building, making, doing, with a wide range and variety (hi-tech, lo-tech, recycling, upcycling, etc.)

B. American Library Association will be highlighting the concept in October
C. Farmington Public Library has purchased a 3D printer
D. FPL will be doing a "test run" with staff this week
    a. Will probably lead to some scheduled "Maker Days" in the Multipurpose Room.

iii. Social Media
A. The library social media accounts with
    a. Facebook
    b. Twitter
    c. Foursquare
    d. Pinterest
B. Social Media team met with staff members to get ideas on how to maximize social media useage and participation

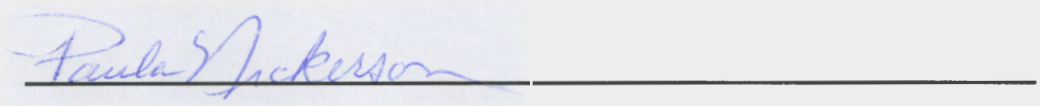
iv. Discussion of Governor's visit to the Farmington Public Library during summer reading program.

v. Farmington Public Library Foundation Book Sale – September 7-11

vi. Four Corners Storytelling Festival – October 11-12

vii. Ingrid Law, author of Savvy, will be in Farmington November 13-15
A. Book is appropriate for 5th grade.

V. Adjournment – 5:15

Next meeting October 15th, 2013

Approved by board on October 15th, 2013