

Auburn Public Library Board of Trustees

July 24, 2019 Meeting 6pm

Attending for BOT: Mary DeCoursey, Suzette Dowd, Nan Johnson, Paula Melican, Jen Shea, Matt Toth

Attending for Library: Jean Collins and David Wood

Meeting called to order at 6:02pm

Minutes

Minutes from July 10, 2019 were reviewed. Motion for approval pending correction of the spelling of Mary's last name by S. Dowd and second by J. Shea. Minutes unanimously approved.

Bill Schedule & Director's Report

Reviewed bill schedule and budget. Director provided oral report highlighting digital book mobile, KayGee digital sign RFP approved and accepted, anticipate Sept/Oct installation; strong summer reading week with over 400 attendees (week of July 23, 2019) and high volume of museum passes, averaging 15 a day.

Program cost breakdown will be available at our 9/4 meeting.

Consultant Interviews

Prepared for interviews starting at 5:45pm. Deb Hoadley was interviewed at 5:45pm. Elizabeth Hill was interviewed at 6:40pm. Candidates were discussed following interviews and Matt will be reaching out to Barbara Alvarez again to see about possible options as well as review entire listing of consultants for additional possibilities. Further discussion to take place at next meeting, July 24th.

Strategic Planning Process

Interviewed Sage Consulting; next steps are to further engage Barbara as consultant pending updates to proposal timeline; motioned made by J. Shea and seconded by M. DeCoursey and approved.

Reviewed possible survey questions and will provide listings to Matt by July 31st.

New Business

Bylaws discussion tabled until after strategic planning process is complete.

Old Business

Matt and Jean to work on collection development policy. Library hours policy was reviewed. S. Dowd motioned for approval pending edits (removal of current hours) and formatting and the motion was seconded by J. Shea.

Next Meeting

July 31, 2019 at 7pm; September 4, 2019 at 6pm.

Meeting adjourned at 7:58pm on motion by S. Dowd and seconded by M. DeCoursey

Respectfully submitted by Jennifer Lee Shea