

Minutes of the October 20, 2022 Meeting of the Liberty Municipal Library Board

The October 22, 2022 meeting of the Liberty Municipal Library Board was called to order by Vice President Bill Buchanan at 6:00 p.m. in the library conference room.

Members present: Treasurer Stacy Sundgren, Bill Buchanan, Sharon Brown, June Damek, Sandy Pickett, Gloria Stratton and Mychal English. Also attending were Friends of the Library President Cathy Harbour, Library Director Dana Abshier, and guests Gary and Josh Sundgren.

Members not present: President Tinya Griffin and Farrah Harper.

The minutes of the July 21, 2022 meeting were reviewed. June Damek made the motion to approve the minutes, and Stacy Sundgren seconded. The minutes were approved.

Treasurer Stacy Sundgren gave the treasurer's report. The grand total of all accounts was \$57,555.62. June Damek made the motion to approve the report and Stacy Sundgren seconded. The motion was passed. Dana Abshier noted that the financial report from the previous quarter had been incorrect. Two numbers had been transposed. The error was corrected.

Friends President Cathy Harbour gave a brief report on Friends activities. She said the Friends will sponsor an autograph party for local author Myra Smith on November 18, and Friends will assist the staff at the upcoming Halloween party for children and the October 28 Library Book Sale.

In the library director's report Dana welcomed new member Sharon Brown, then gave a slide show highlighting the building repairs including the roofing, skylight installation, and upcoming flooring installation. She also said the CAP grant was finally completed and the teen game area is up and running. She showed pictures of the summer reading program Big Time Bubbles foam party that was a great deal of fun for children and parents. The children loved playing in the two ½ feet deep foam field. Story Time is in full swing, and the children recently learned stop, drop and roll from the Liberty Fire Department, and they got to sit in the cab of a fire truck.

Dana reported that Thierry Langford had been hired to fill Emily House's position. Emily has moved into Gail Williamson's position and Gail is now the Children's Librarian. Financial reporting for the grant the library received for a teen game center, a staff printer, receipt printer, barcode scanner, Galaxy tablet and office supplies has been completed.

There was no unfinished business.

In new business, the board discussed a new policy to govern use of the teen game area. Dana highlighted the proposed policy and the board suggested several changes, including changing the word "may" to "will" where the policy says players may lose privileges for violating the rules. Consequences for accidental damage to the game and/or game components will be decided at the discretion of the librarian was added to the policy.

The board determined that a parent must give their approval for a child to use the game area, and a place for the parent or guardian to sign will be added to the policy agreement form. The parent will assume responsibility for the cost of damaged or lost equipment. A parental phone number will also be added on the form.

A statement that the library is not responsible for any injuries teens may sustain while using the equipment will be included in the policy.

The time limit for play was increased from 15 to 30-minute increments. and changes of playing time limits can be made at the discretion the librarian.

In the event that equipment is accidentally damaged, the librarian will determine if the equipment must be paid for.

It was suggested that the library affix a colored sticker to library cards indicating that a user agreement form has been filled signed by a parent, and the forms will be kept on file.

It was agreed that the librarian will make the necessary changes and additions to the game system user agreement form and will send out the new document to library board members, rather than wait for the January meeting for final approval.