

Milan Public Library Board of Trustees
Public Meeting of July 8, 2014
Regular Meeting, 7:35 p.m.
Milan Public Library Meeting Room

- 1. Call to order at 7:37 p.m. by Biederman.**
 - a. Trustees present: Joyce Armitage, Larry Biederman, Bob Chidester, Darlene Middleton, Millard Phillips, and Randy Westbrooks
 - b. Staff present: Library Director Susan Wess and Assistant Director Barbara Beaton
 - c. Public present: None
- 2. Public comment – None.**
- 3. Suggestion Box – Patrons suggested the purchase of the following:**
 - a. *Capital in the 21st Century* by Thomas Picketty (Audiobook)
 - b. *Handbook for a Predictable Life* by Rosie Perez
 - c. *Dream Lake* by Lisa Kleypas
 - d. *Little Rascals* (DVD)
- 4. Approval of Agenda – MOTION to approve agenda by Westbrooks/Armitage, approved unanimously.**
- 5. Reading and Approval of Minutes – MOTION to approve the June 2014 minutes by Biederman/Westbrooks, approved unanimously.**
- 6. Correspondence – None.**
- 7. Financial Report – MOTION to approve the June financial report by Westbrooks/Biederman, approved unanimously.**
- 8. Approval of Bills, Payables – MOTION to approve Bills & Payables for June 2014 by Westbrooks/Middleton, approved unanimously.**
- 9. Bank Statements – MOTION to table the bank reconciliations for June 2014 by Westbrooks/Middleton, approved unanimously.**
- 10. Budget Amendments – MOTION to table budget amendments by Westbrooks/Middleton, approved unanimously.**
- 11. District Library – None.**

12. Committee Reports – None.

13. Assistant Director's Report –

- a. This year's summer reading program theme is Science, and a variety of programs have been held already.
- b. A new monthly e-newsletter will be introduced in mid-July.
- c. The Friends of the Library will be selling coffee mugs with the library logo on them. They have also ordered new tote bags.
- d. Assistant Director Beaton attended the 2014 American Library Association conference. She was able to visit with vendors and attend several useful discussion groups. Based on her experience, she has ordered a number of new non-fiction titles in subject areas of high interest in small communities such as Milan.

14. Old Business –

- a. Mission Statement – .

15. New Business –

- a. Gas Meter for Boiler – A new gas meter for the library boiler that would measure our use separately from the city would cost over \$3,000. MOTION to purchase the gas meter on the provision that it will fit into the 2014/2015 budget by Westbrook/Biederman, approved unanimously.
- b. Open Carry – The library does not currently have a written policy regarding open carry gun laws. Director Wess has instructed library staff to call the police if somebody enters the library with a gun, just to observe the situation in case an issue arises. The Board agreed that the library should have a written policy regarding this issue. The Policy and Procedures Committee will meet on Wednesday, August 20 at 6:30 pm.
- c. Circus – Director Wess received an email from someone who was concerned about a circus that will be coming to town. The patron suggested the purchase of several books about the inhumane treatment of circus animals that are aimed at children. Mayor Armitage had asked the library (and other local businesses/organizations) to sell tickets to the circus on behalf of Moving Milan Forward. Separately from the circus issue, Director Wess does not feel that the Library should be selling tickets for anyone, and

Assistant Director Beaton pointed out that this adds another task for library staff at an already busy time of year. A general policy was proposed that the Library will not sell tickets or merchandise for external events, groups or organizations that are not within the scope of the Library's public service. A more detailed policy will be formulated by the Policy and Procedures Committee at its August meeting.

16. Adjournment – MOTION to adjourn at 8:27 p.m. by Westbrooks/Biederman, approved unanimously. The next regular meeting will be August 12, 2014, at 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President