

BOARD OF TRUSTEES
GREEN HILLS PUBLIC LIBRARY DISTRICT

July 18, 2016

AGENDA

REGULAR MEETING -5:00 pm

- I. Call to Order
- II. Roll Call and Pledge of Allegiance
- III. Acknowledgement of Visitors
- IV. Approval of Minutes
 - Regular Meeting Minutes of June 20, 2016
 - Executive Meeting Minutes of June 20, 2016
- V. Operating Fund Treasurer's Report and Warrant:
 - #1
- VI. President's Report
- VII. Public Comment
- VIII. Director's Report
- IX. New Business:

Action Item:

16-07-35 Appoint Secretary Pro-Tem in Absence of Noula Angelos

16-07-36 Approval to Amend Our General and Employee Policy Manuals

In preparation of the upcoming holiday season, we would like the policy to state that if Christmas Eve or New Year's Eve falls on a Saturday, the Library will be open 10am-3pm. The Library opens at 10am on Saturdays, so this policy amendment will conform to the Library's regular Saturday opening time. The current policy states we are open 9am-3pm on Christmas Eve and New Year's Eve, unless it falls on a Sunday, then the Library will be open 12pm-4pm.

16-07-37 Approval to Amend Computer and Internet Use Policy

We would like to amend #3 of the Computer and Internet Use Policy to state that “Users without a GHPLD card can obtain a visitor pass with presentation of a photo ID.” With this change, nonresidents will be able to use computers the same amount of time that residents can. There are times we have computers open and staff feels that it is unnecessary to limit nonresidents when computers are available and no one is waiting. This change will keep our computer policy in line with our loan policies that do not have specific limitations based on residency.

16-07-38 Approval to Remove \$1.00 Fee for Visitor Internet Use

We would like to remove the \$1.00 fee that is imposed on nonresidents who use our public computers. In an effort to continue sharing resources with surrounding communities, staff feels that we have reached a point that the \$1.00 fee is no longer necessary as access to the Internet becomes more essential. This will also eliminate the unsecured money that is taken in the Digital Lounge by staff that monitors the room alone.

16-07-39 Approve Circulation Policy for Roku Players

We would like to propose a policy that will support circulation of Roku players. This new addition will allow the Library to offer an emerging technology to our patrons. Libraries that circulate Roku players have reported the service to be successful. In addition, we receive free digital downloads with our physical movies that can be downloaded directly onto the Roku players. Currently, we do not have any use for these digital codes, so by downloading them onto the Roku players allows for a cost-effective way to offer extra copies of new movie releases.

We are recommending a 2 week loan period with 1 renewal and the ability to place a hold. There will be a \$2.00 daily overdue fine. Limit 1 Roku per patron.

16-07-40 Approve Roku Lending and Acknowledgement Policy

Staff believes that as this is a high-cost item, patrons should be required to sign an Acknowledgement form. Once the borrower has signed the form for first-time borrowers, it will be noted in their account. This is the same procedure we use for our Nooks and Kindles.

- X. Correspondence / Articles / Meetings / Events and News
- XI. Document Signing
- XII. Adjournment