

Liberty Lake Municipal Library
Board of Trustees
Thursday, February 7, 2019
10:00 am- LLML

Agenda

1. Call to Order
2. Approval of Minutes from January 3, 2019
3. Comments
 - a. Public
 - b. Mayor
4. Reports
 - a. City Administrator – Katy Allen
 - b. Library Director – Jocelyn Redel
 - c. FOLLML – Lu Embrey/Jocelyn Redel
 - d. Foundation – Sandy Bishop (thoughts and ideas)
 - e. City Council – Mindy Howe
5. Ongoing Business
 - a. Update concerning needs assessment: Jocelyn
 - b. Lib/MNG 3-Fundraising policy:- RJ's updates: Jocelyn
 - c. Library Meeting Room Use Policy : Jocelyn
 - d. Resident vs Non-resident @ collections
 - e. Review schedule of Diversity Related Policies and Procedures (Please come to meeting having reviewed the policies and be ready for discussion and to recommend changes):Jocelyn
 - CUS-2 Patron Behavior/Right Response
 - CUS-4 Duties and Privileges of Citizens
 - MNG-5 Exhibits & Displays
 - MNG-8 Reconsideration of Library Materials
 - f. Printing from computers/copy machine: Jocelyn
6. New Business
 - a. new board member orientation: discuss process/subjects/calendar/board 3 month responsibilities: shadowed by new board members????
 - b. Question about library mission statement (fast): Jocelyn
 - c. July 4 board mtg date; consider changing to July 11, 2019:
 - d. Saving children's library card applications? Jocelyn
 - e. Revise Review of Policies-2019 (change months)
 - f. Library Fines Discussion: Jocelyn
7. Next Meeting Date – March 7, 2019 at 9:30 at LLML
8. Adjournment

Review of Policies – 2019

January	July
<ul style="list-style-type: none"> ○ CUS-2 Patron Behavior/Right Response ○ CUS-4 Duties and Privileges of Citizens ○ MNG-5 Exhibits and Displays ○ MNG-8 Reconsideration of Library Material 	<ul style="list-style-type: none"> ○ GSV-2 Co-Sponsored Library Programs ○ GSV-3 Community Presentations
February	August
<ul style="list-style-type: none"> ○ INF-1 Interlibrary Loan ○ CIR-2 Loan Periods & Loan Limits ○ CIR-3 Renewal Policy 	<ul style="list-style-type: none"> ○ MNG-1 Confidentiality of Library Records ○ MNG-2 Collection Development Policy
March	September
<ul style="list-style-type: none"> ○ CIR-4 Claims Returned/Claims Never Had ○ CIR-5 Fines & Fees/Lost or Damaged Material 	<ul style="list-style-type: none"> ○ MNG-4 Bulletin Boards ○ MNG-6 Distribution of Non-Library Materials
April	October
<ul style="list-style-type: none"> ○ CIR-6 e Reader Policy ○ MNG-9 Statistics 	Review of Budget for 2010
May	November
<ul style="list-style-type: none"> ○ INF-2 Internet Use/Copyright Law ○ INF-3 3D Printer Policy & Procedure 	<ul style="list-style-type: none"> ○ MNG-7 Emergencies and Disasters
June	December
<ul style="list-style-type: none"> ○ CUS-3 Responsibility for Children ○ GSV-1 Programs in the Library 	<ul style="list-style-type: none"> ○ Complete MNG-7 and approve