Minutes of Regular Monthly Meeting
March 26, 2019

Present: Alice Askew, Martha Buyer, Kara Spencer-Ching, Carol Griffis, Richard Wiesen, Director Paula Klocek.

President Alice Askew called the meeting to order at 12:50 p.m.

1. Ken Vorie from American Red Cross Training Services and Dan DiPirro, Zoll Medical Representative, lead a discussion of the issues involving the purchase, costs, liability, installation and training for an AED at ATPL.

2. A motion (MB, KSC) to approve the minutes as amended of the meeting of February 26, 2019 carried by a voice vote.

3. A motion (RAW, CG) to approve the Treasurer’s Report & Monthly Financial Statement as amended for February 2019 carried by a voice vote.

4. Director’s Report, February 2019
   a. Circulation is up for the month but down YTD. E Branch circulation increased 35% for the month to nearly 200,000 with YTD over 400,000. Attendance at a diverse slate of programs at ATPL remains strong. Friends sponsored 8 programs in February. Two Outreach programs were scheduled for the month and attendance was strong.


   c. The Library was approved for a literacy partnership with Scholastic. Children’s paperback books can be purchased at a very much reduced cost by ATPL and this makes book giveaways possible.

   d. We have an attractive new sign to advertise the Friends of the Library at the Checkout desk.

   e. The Large Print collection has been moved to the front of the library for easier access by seniors. Tables and chairs are placed to assist the patrons.

   f. There is new binder of updated library procedures to provide useful information at the fingertips of staff members.

   g. The 2018 State Report and Report to the Community have been completed and awaits Board approval at the Annual Meeting on April 23.
5. A motion (KSC, RAW) to approve the Director’s Report for February 2019 carried by a voice vote.

6. Personnel
   A new Senior Page has been hired and is currently undergoing orientation and training. We welcome her contributions. The Caretaker will vacation May 23–29; the Cleaner will fill in.

7. Old Business
   a. A discussion of the program at the March 2, 2019 ACT Workshop held at the Central Library focused on the New Standards and programming at several libraries e.g. a Library of Things concept. What might be applicable to ATPL?
   b. A motion (CG, RAW) to authorize the Director to sign an agreement with Burchfield Penney Art Center for the Loan of Moonlight by Sandor L. Landeau carried by voice vote.
   c. A motion (CG, RAW) to approve the Agreement for Loan & External Exhibit of Rare & Unique Collections with Application as amended carried by a voice vote.
   d. A discussion of the director’s Active Shooter Response Plan followed.
   e. Continued discussion and research will be necessary with respect to the installation of an AED.

8. New Business
   a. A motion (RAW, CG) to confirm ATPL Rules of Conduct policy carried by voice vote. This Policy includes a revision of the Non Smoking Policy effective June 19, 2019.
   b. A motion (CG, RAW) to approve the new Whistle Blower Policy carried by a voice vote.

A motion (CSC, CG) to adjourn carried by a voice vote. President Alice Askew adjourned the meeting at 3:02 p.m.

Annual meeting: Tuesday, April 23, 2019 @ 12:30 p.m. followed by the regularly scheduled meeting at 1:00 p.m.

Respectfully submitted,

Richard A. Wiesen, Secretary