

Regular Meeting of the Kilburn Public Library Board of Trustees
Wednesday, January 8, 2020

Members Present: Dan Anchor, Glenn Deedon, Dianne Effinger, Jo Ann Luke, Bill Pettit, Library Director Cathy Borck. Absent, Sara Ketterer, Kerri Ryan

I. A. Call to Order

Proper notice having been given pursuant to Sect. 19.84 [2] of Wis. Statutes, and therefor being in compliance with the Open Meeting Law, the meeting was called to order by Glenn at 4:35 p.m.

II. Motion to approve the minutes from December made by Dan, second by Glenn. Motion carried.

III. The Library Director's Report will be available to members prior to the meeting and included as an attachment to the minutes.

A. The upgrade to the circulation system and online catalog is complete.

IV. Financial Report by Cathy. Motion to approve the monthly expenditures made by Dianne, second by Dan. Motion carried.

V. Unfinished Business - none

VI. New Business

A. Policy Manual- pages 6 - 22

1. The following revisions were made to circulation procedure - page 12.

Remove fine paragraph.

If an item is lost or destroyed, the patron will be charged the price of the item, plus any applicable fees ~~or fines~~. Fees for damaged materials will be assessed on an Individual basis by the Library Director

~~Lost library cards will be replaced at the cost of \$1.50~~

If a patron has excessive fees ~~or fines~~ restrictions may be placed on further checkouts and/or computer use.

Dan made a motion to update the policy manual with the changes agreed on, second by Bill. Motion carried.

2. Open House will be January 25. The program will begin at 10:30 a.m.

VII. The next meeting will be Wednesday, February 12, 2020, at 4:30 p.m.

VIII. Meeting adjourned on a motion by Dan, second Bill. Motion carried.

Respectfully submitted, Jo Ann Luke