

Minutes Atlantic Public Library Board of Trustees

Monday, May 14, 2012

- 1. Call to order: President Headlee called the meeting to order at 5:30 PM**
- 2. Approval of Agenda and Minutes: motion to accept the agenda and minutes by Sid, second by Dee. Unanimously approved.**
- 3. Bills and Finance: a new flag was purchased, fairly straight forward bills. Motion by Lynn, second by Marcia. Unanimously approved.**
- 4. Presidents items**
 - a. Fees for Non-Residents: Carole composed a letter for non residents as a starting point to distribute to the City Clerks. A small revision was made to define between the individual or City of who pays. We are asking for payment by July 1st.**
 - b. Letters to Clerks of Wiota and Marne: see above. Motion made to distribute corrected letters by Lynn, second Brad. Unanimously approved.**
 - c. Director search- search committee of Sid, Linn and Brad formed. Defining how we proceed into the recruitment process, when? Do we need to require a masters in Library Science? Yes. The search will begin now, motion by Marcia, second by Lynn. Unanimously approved.**
- 5. Directors items**
 - a. Collection Development Policy: reviewed**
 - b. Library additions to City Personnel Policy: gives job descriptions, reviewed**
 - c. Library Meeting Room Policy: reviewed****A motion to accept all three by Marcia, second by Sid. Unanimously approved.**
- 6. Other Business**
- 7. Adjournment: meeting adjourned at 6:15.**

**Respectfully submitted,
Brad Osborne**