

Harrisburg Community Library Board Minutes

Thursday, March 14, 2024

5 p.m., Harrisburg Community Room

Roll Call and declaration of quorum. Kama Konda-Varilek, Rob Doyen, Kevin Maxwell, Stephanie Bouza, Barb Patterson, Cheyenne Chontos.

Amendment/Adoption of Agenda.

Reading and approval of minutes of previous meeting. February 2024 minutes approved with no changes.

Financial and statistical report update. Reviewed the January 2024 financial report. February 2024 financial report will be sent out as soon as it is available.

Library Director/Staff Reports:

February 2024 Attendance:

- 429 Adults
- 401 Children
- 830 Total (in library attendance)
- 49 Phone Calls
- 17 New Memberships
 - 26 Adults
 - 8 Children

February 2023 Attendance:

- 374 Adults
- 279 Children
- 653 Total (in library attendance)
- 13 New Memberships

February 2024 Computer Use: 6 sessions

February 2024 Crafts Given Out (Passive Programming): 62

Public Input: (Comments limited to 10 minutes)

Unfinished Business:

Winter Storytime:

- Tues, Feb 13 – 10 children, 6 adults
- Tues, Feb 20 – 9 children, 6 adults
- Tues, Feb 27 – 7 children, 5 adults
- Tues, Mar 5 – 5 children, 2 adults

- Tues, Mar 12 – 4 children, 3 adults

Monthly Teen/Adult Programming: Reviewed the survey responses from the C.K. Van Dam (SDHC speaker) and Coffee Scrub events. Discussed upcoming programming, including Teen/Adult Craft Night (book nooks).

Community survey: We discussed updates on the community survey, including:

- 300 printed surveys have been ordered and arrived from Sisson Printing, and
- Survey timeline. The survey will be conducted starting Friday, March 22 – Friday, April 26. A small drawing will be held each week, and a larger grand prize will be drawn after the survey closes.

Book Club update: Discussed book club updates. Konda-Varilek shared that there were 6 people at last month's meeting.

Collection Development Policy: The Board reviewed the edits to the Collection Development Policy, as discussed in the February 2024 meeting. The Collection Development Policy was passed at that meeting pending revisions.

Circulation and Materials Policy: We discussed edits to the Circulation and Materials Policy. We are going to try a trial policy of 6 months of no fines on children's materials. After the 6 months, Chontos will evaluate the circulation statistics and library attendance to determine if a library-wide fine free policy should be implemented. The library will also introduce Kid and Teen cards for children who want to check out books from the library but don't have an adult who will bring them in. They will have to get adult permission and will only have access to children's, JF, and/or YA materials.

New library space updates: Discussed updates on the new library space. The move might be delayed to later in the summer due to negotiations between the City and the School District. The school also needs time to move to the new building.

New Business:

Internet and Computer Use Policy: We discussed the draft Internet and Computer Use Policy, and the Board will bring their edits to the April meeting.

Chamber Easter Event: We discussed the HCL tabling at the upcoming Chamber Easter event (Friday, March 22 from 3:30 – 6pm).

April Staff Day: We discussed the library being closed Saturday, April 6 for a staff training day.

Other:

2023 Annual Report: Reviewed the 2023 Annual Report.

Set Date for Next Meeting: April 11, 2024 at 5 p.m.

Adjournment.