

MORGANTOWN PUBLIC LIBRARY
Minutes of the Regular Meeting
November 15, 2018

Present:

Sue Carpenter
Linda Durfee
Janet Paine
Judy Panagakos
Penny Pugh

Absent:

Also Present:

Sarah Palfrey
Kelly Funkhouser

Others Present:

Call to order

The Regular meeting of the Board of Trustees of the Morgantown Public Library convened at the Morgantown Public Library, on November 15, 2018. The meeting convened at 9:05 am, Linda Durfee, President presiding, Kelly Funkhouser, secretary.

Approval of the Minutes of the October 18, 2018 Regular Meeting

Judy Panagakos moved that the minutes be approved as corrected. Penny Pugh seconded the motion. The motion passed.

PUBLIC FORUM - None

CORRESPONDENCE AND COMMUNICATIONS – None

REPORTS OF COMMITTEES/OFFICERS

- A. President – Linda Durfee officially welcomed Judy Panagakos to the board.
- B. Treasurer – August 2018 financial and a rough draft financial through November 13 were distributed and filed for audit.

REPORT OF THE LIBRARY DIRECTOR

- Sarah Palfrey distributed the October 2018 statistical report for the Morgantown Public Library System.
- Sarah Palfrey reported that weeding is nearly finished. In addition to weeding, the items are being evaluated for usage, condition, and possible replacement.
- Children’s paperbacks are being moved in with the children’s main collection.
- Shelf markers for staff picks and award winners are generating attention.
- DVD circulation growth is slowing after the major increase due to eliminating charges to borrow DVDs.
- The digital collection circulation continues to increase.
- Mango database for learning languages is being used by teachers – one is to be able to more fully engage with Spanish speaking students and another is using it learn Chinese to help teach her class.
- There will be a full staff training including our affiliates – Kingwood Public Library and Terra Alta Public Library. The library will close and the program will include customer service and a session on diversity and inclusion.
- Sarah Palfrey distributed the West Virginia Library Association Legislative Goals 2019. Library Day at the Legislature will take place in Charleston on February 4, 2018 with a ticketed reception that evening. Monongalia County Day at the Legislature will be held January 22, 2018 and transportation by bus is available. Sarah Palfrey has been a member of West Virginia Library Association’s Legislative Committee for a number of years.

- A vehicle for library use has been purchased with funding from the City of Morgantown.
- The upcoming Harry Potter Yule Ball will be held the first Saturday in December. The Service League of Morgantown is sponsoring parking validation for the event.
- Volunteer Income Tax Assistance (VITA) hasn't been offering service at the Morgantown Public Library. There were too many complaints from people using the service that they had to pay for parking.
- The Aull Center sponsored a "Panel Discussion: Mared & Karen: The WVU Coed Murders." The attendance was so great that they had to turn people away. The discussion was streamed live on Facebook with a good bit of interaction.
- The Aull Center began having a Civil War Board Game gathering. Due to the popularity, this game night will happen once a month.
- The first "Conversations with Bao" program had 5 participants with advertising of less than a week. This interactive program allows participants to practice their Chinese language skills.
- The Morgantown Public Library's furnace is original to the building. There have been issues this week with the system. A rough estimate to replace the furnace is the next step.
- Giving Tuesday is November 27, 2018. Sarah Palfrey will be promoting gifts to the Morgantown Public Library System Endowment Fund for sustainability of the library system. The endowment fund is managed by Your Community Foundation.
- The creation of the new website is currently through 90% of the punch list.

UNFINISHED BUSINESS

- Proposed Lease – Arnettsville – There was nothing new to be reported on the lease. Discussion followed.
- Plan for review of director – There was no report.
- Clinton District Public Library – The new evening children's program is popular.
- Sick Leave Reimbursement – There was no report.
- Levy Awareness – There was no report.

NEW BUSINESS

- Review of Library Fines and Fees policy (8.6 policy manual) – Sarah Palfrey distributed revised policy handouts with additions and deletions referenced. Discussion followed. **Sue Carpenter moved that we accept the revised policy pending edits that were discussed and for the updated policy to be distributed at the next meeting. Judy Panagakos seconded the motion. The motion carried.** The revisions will be effective January 2, 2019 and the month of December will be an amnesty month.

BOARD COMMENTS

- Penny Pugh shared that the Morgantown Magazine contained an article suggesting adding benches around Morgantown – one was in front of the Morgantown Public Library. Penny attended the West Virginia Library Association Annual Fall Conference at Stonewall Resort. She reported that she had attended several exceptional sessions including one on being a board member.
- Sue Carpenter shared that she had attended the West Virginia Library Association Annual Fall Conference and that the sessions she attended were good – one in particular was on ethics.

ADJOURNMENT – The meeting adjourned at 11:38am.

NEXT MEETING - January 17, 2018 at 9:00am at the Morgantown Public Library.