

HARVARD CITY LIBRARY BOARD
January 20, 2011
MINUTES

The meeting was called to order at 7:00 p.m. by President Jean Hutchinson. Also present were Board members Reggie Logan, John Pohlman, Joyce Palmer, Heather Vierck, Library Director Karen Sutera, and library staff member Holly Haupt.

Joyce made a motion to approve the minutes of the November 11, 2010 meeting and John made the second, motion carried.

Current Bills: John made the motion to approve the bills for December 2010 and January 2011 as presented. Heather made the second and the motion carried.

Financial Reports: Karen distributed copies of the current reports for city library account, fines account, Diggins money market and Head Librarian accounts.

Citizen comments: None.

Committee Reports: The library's activities calendar was distributed with events planned as of Jan. 18, 2011. The library will help collect donated funds for Lon Haldeman's "Pages for Peru" program on Jan. 17, 2011 and the Diggins Board has agreed to provide matching funds up to \$500.

The Technology Committee, consisting of Ann Almgren, Steve Ferris (from the Diggins Board), Gary Phillips (library employee) and Karen have met once to discuss needs, upgrades, and priorities. Karen distributed a spreadsheet of the library's current technology standings.

Librarian's Report: Library page, Tiyania Poole, has resigned and Karen is receiving applications.

Karen also told the Board that she is interviewed by the Harvard radio station every Friday morning about 10 a.m., to promote library news and events.

She said the library employees are in the process of collecting and updating patron's email addresses to use for notifications rather than telephone calls.

Unfinished Business: None.

New Business: Karen presented the 2011 holiday schedule for the library, no alterations were made.

She asked the Board if they would move the April board meeting to April 14, 2011 as April 21 is Maundy Thursday and they agreed to the change.

While working on the meeting room policies, Karen felt the large meeting room needed an official name. She suggested the name be the E. A. Burbank room, to reflect his art work displayed in there. **Reggie made a motion to name the large meeting room, the E. A. Burbank Room, this was seconded by Heather and the motion carried.**

Meeting adjourned: At 7:45 p.m. on a motion by Joyce and a second by Reggie.

Submitted: Jo Carbonetti, Secretary

Signed: _____ Jo Carbonetti, Secretary