

HARVARD CITY LIBRARY BOARD

July 21, 2011

MINUTES

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

Jo made a motion to approve the minutes of the June 16, 2011 meeting, Reggie made the second, motion carried.

Current Bills: Jean asked Karen to speak with Commercial Refrigeration about their air-conditioning repair bill. **Joyce made the motion to approve the bills for June 2011 as presented. Mike 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: Heather asked Karen if she could check with the post office to see if a mailbox could be installed at the library since there are none on this side of Division Street.

Committee Reports: The Enrichment Committee has scheduled a quilt show for the end of August, a one-room school house presentation in September, and an American folk song program at the end of September.

Librarian's Report: The new designed library cards have arrived. They will begin being distributed in September while promoting the patrons need to have their library cards with them. Since the new library cards also have a key fob card and patrons will be expected to show their cards when checking out or using the computers.

This coming Sunday will be the summer reading club pool party. At this date, 263 registered for the club and, so far, 128 children have made it halfway. Karen has been pleased with the great volunteers helping out at the castle.

Karen went to Springfield to pick up the items for the small business grant only to return without some of the major components. They will be shipped when available.

Unfinished Business: None.

New Business: Jean read Jo's letter of resignation effective immediately. Karen and the Board members thanked her for her many years of service, although Jo did not remember how many years it had been. Karen had some people she thought might be interested in being on the board. The members asked her to go ahead and find out.

Some slight changes were made to the Circulation Policy to clarify the library card replacement fee. **Reggie made a motion to accept the change in policy, this was seconded by Mike and the motion carried.**

Meeting adjourned: At 7:40 p.m. on a motion by Jo and a second by Joyce.

Submitted: Jo Carbonetti, Secretary

Signed: _____ Jo Carbonetti, Secretary