



**LIBRARY BOARD OF TRUSTEES MEETING AGENDA**  
**Thursday, October 1, 2015, 6:30 PM**  
**625 NE 4th Avenue**

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**I. CALL TO ORDER**

**II. ROLL CALL**

**III. EXPENDITURES APPROVAL**

- A. The approval of the expenditures for August 2015

**IV. APPROVAL OF MINUTES**

- A. The approval of the minutes of September 3, 2015

**V. COMMITTEE & LIBRARY AFFILIATE REPORTS**

**VI. COMMUNICATIONS RECEIVED**

- A. Advocacy
- B. Policy
- C. SSGS
- D. FFCL

**VII. PUBLIC COMMENT ON AGENDA ITEMS**

**VIII. NON-AGENDA ITEMS**

- A. Trustees
- B. Staff

**IX. LIBRARY DIRECTOR'S REPORT**

- A. September statistics

**X. ACTION ITEMS**

- A. LIBRARY DIRECTOR POSITION & OPTIONS  
DETAILS: Pete Capell will discuss the process he is going through for the library after David's departure.  
RECOMMENDED ACTION: None
- B. 2015-2016 BUDGET UPDATE  
RECOMMENDED ACTION: Discuss the budget changes and outlook.

- C. BORROWER'S POLICY: BORROWER'S LIMITS: DVD CHECKOUTS  
DETAILS: This was discussed at the September meeting. The Policy Committee recommends the change to a 3-week checkout for all DVDs with one renewal. Discuss number checked out at one time.  
RECOMMENDED ACTION: Adopt the updated policy to be implemented as soon as possible.
- D. BORROWER'S POLICY UPDATES  
DETAILS: The Policy Committee discussed the question of when to give cards to young children. The committee's recommendation (in BOLD) is offered up for discussion. While reviewing the policy for the packet, David and Linda would like to recommend some additional changes: cleaning up the language in the eligibility section and in the limits section reducing the dollar amount at which an account is sent to collections to \$25. This is the limit FVRL uses and Unique Management (our collection agency) recommends this change. The faster someone goes to collections, the more likely the library will be to get the material back or paid for.  
RECOMMENDED ACTION: Discuss the 6-year old card policy, the language cleanup and the \$25 collection point. Refer some or all back to the committee for reworking.
- E. POLICY ON RECIPROCAL BORROWING AND NON-RESIDENT USE FEES  
DETAILS: The Policy Committee discussed how to best handle the non-resident portion of the policy. The committee recommends one of two solutions. Either limit the area for non-residents or use a technological method to keep licensed resources out of reach.  
RECOMMENDED ACTION: Discuss the options and refer back to the committee if necessary.
- F. PUBLIC COMPUTER AND INTERNET ACCEPTABLE USE POLICY DRAFT REWRITE  
DETAILS: The Policy Committee took a look at a very preliminary draft of the revision and condensation of this policy. A cleaned up version 2 of this rough draft is offered for discussion on if it meets the purpose, adequately covers the topic and is short enough.  
RECOMMENDED ACTION: Let the Policy Committee know if this is the direction the policy should take.
- G. BOARD OF TRUSTEES VACANCY  
DETAILS: Mike's 2nd term ends in December.  
RECOMMENDED ACTION: Determine players and set dates for the process.

## **XI. PUBLIC COMMENT ON NON-AGENDA ITEMS**

## **XII. NEXT MEETING**

- A. Date: Nov. 5, 2015
- B. Topics:

## **XIII. ADJOURNMENT**

**NOTE: The Camas Public Library welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that a person with special needs has the opportunity to participate. For more information, please call 360.834.4692**

**BOARD OF TRUSTEES 2015 GOALS**

**\*Board Retreat for Strategic Planning**

**\*Review and Revise Trustee Task List**

**\*Educate Trustees on Library Staff and Operations**