



Board of Trustees Regular Session Wednesday, April 19, 2017

Present: Ethel DeFosse, Valerie Harsh, Lois Holt, Drew Pearson, Pepper Pehrson,
Nick Skene

Excused: Traci Black

Others: Kim Fong; Library Director, Traci Sutherland; Library Staff

1. **Call to Order:** Vice President Pehrson called the meeting to order at 6:30 p.m.
2. Approval of Minutes
2.1 March 2017
The minutes of the March 2017 meeting were approved with corrections on a motion made by Lois Holt, seconded by Drew Pearson. Voting was unanimous in favor.
3. Public Comment
None
4. Financial Reports
Director Fong reviewed the financial reports. The financial year is 79% lapsed. She told Board members she would be transferring money out of various accounts and into both adult and children's ebooks. The money in these accounts is nearly spent, but the demand for more titles is continuing to grow. Lois Holt asked Director Fong about the cost of ebooks, and how prices are determined. The Board also discussed Hoopla and how the Library pays for that service.
Ethel DeFosse made a motion to receive and file the financial reports, seconded by Valerie Harsh. Voting was unanimous in favor.
5. Board Reports
None

6. Director's Report
Director Fong presented a Director's report reviewing the new Library website. She also shared an article with the board called "Doing Fines?" about some libraries no longer charging fines.
The staff is using an updated software system to reserve rooms and to view the calendar. Board members discussed with Director Fong what the options are for the Library when the internet goes down, since the ILS and room reservation system is internet-based.
7. Old Business
None
8. New Business
8.1 We Miss You Campaign
Director Fong shared with Board members a campaign called "We Miss You". There has been a big drop in users over the last few years and after further review, the staff noted that there were approximately 500 patrons per month who have not used their card in a year. The idea of the campaign is to send emails to those patrons inviting them to come back to the Library. This email would also include a coupon for up to \$10.00 off their fines and a free replacement card (currently, a replacement card is \$1.00). The coupon would expire as soon as the patron uses it. The Board discussed this campaign and the email with the included coupon.
Lois Holt made a motion to allow staff to proceed with the "We Miss You" campaign, including sending an email with a coupon for \$10.00 off fines and a free replacement card. Ethel DeFosse seconded the motion and voting was unanimous in favor.
9. Adjournment
Vice President Pehrson said she would accept a motion to adjourn. Valerie Harsh so moved, seconded by Lois Holt. Voting was unanimous in favor and the meeting was adjourned at 7:35 p.m.