

ST. JOSEPH PUBLIC LIBRARY
Meeting of the Board of Trustees
August 13, 2019, 5:00 p.m., Downtown Library

MINUTES

A meeting of the St. Joseph Public Library Board of Trustees was held on August 13, 2019 at 5:00 p.m. in the Downtown Library. Board members in attendance were Mike Cadden, Elizabeth Latosi-Sawin, Dan Mefford, Alison Schieber, Kyla Ward, Sharon Wasson, and Ingrid Woodbury. Aaron Powell and Brad Weil were absent. Mary Beth Revels was present from the staff. No one was present from the public or media.

President Ingrid Woodbury called the meeting to order and the roll call was taken.

Ms. Woodbury opened a public hearing regarding the library's proposed tax rate. There was no public comment and the public hearing was closed.

Under approval of the minutes, **Ms. Schieber moved and Ms. Ward seconded to approve the minutes of the July 23, 2019 meeting of the Board of Trustees, as presented. All Board members in attendance voted "yes." The motion carried.**

Under new business, the tax rate for the year was discussed. **Mr. Mefford moved, Dr. Cadden seconded that the tax rate be set at \$0.4139 per \$100 of assessed valuation. All Board members in attendance voted "yes." The motion carried.**

There was no other new business.

The next meeting of the Board of Trustees will be Tuesday, August 27, 2019 at 5:00 p.m. at the East Hills Library.

There being no further business, **Ms. Ward moved, Mr. Mefford seconded to adjourn the meeting. Motion carried.**

Elizabeth Latosi-Sawin
Secretary

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CITY CLERK

ST. JOSEPH PUBLIC LIBRARY
Materials & Services Committee Meeting
August 13, 2019, 5:15 p.m., Downtown Library

CITY CLERK

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MINUTES

The Materials & Services Committee of the Board of Trustees of the St. Joseph Public Library met on August 13, 2019 at 5:15 p.m. in the Downtown Library. Committee members in attendance were Alison Schieber, Mike Cadden, Elizabeth Latosi-Sawin, Sharon Wasson and Ingrid Woodbury. Mary Beth Revels was present from the staff. No one attended from the public or media.

Ms. Schieber called the meeting to order and the roll call was taken.

Under approval of the minutes, **Dr. Cadden moved and Ms. Woodbury seconded to approve the minutes of the July 10, 2019 meeting of the Materials and Services Committee, as presented. All Committee members in attendance voted "yes." The motion carried.**

There was no old business.

Under new business, Ms. Revels presented an edit to the "Meeting Room Policy." Discussion ensued and additional edits were suggested. **Dr. Cadden moved and Dr. Latosi-Sawin seconded to approve the "Meeting Room Policy" as edited and present it to the full Board for approval. All Committee members in attendance voted "yes." The motion carried.**

Ms. Revels presented an edit to "The Guidelines for Public Access to the Internet and Computer Work Stations" which included renaming the policy "Public Computers and Internet Policy" and the retiring "Wireless Internet Access Policy." Discussion ensued. **Ms. Woodbury moved and Dr. Cadden seconded to approve the "Public Computers and Internet Policy" and retire the "Wireless Internet Access Policy" and present it to the full Board for approval. Four Committee members voted "yes" and one abstained. The motion carried.**

Ms. Revels presented an edit to "Guidelines for Financial Support of Staff Continuing Education and Travel" which included renaming it "Policy for Financial Support of Staff Continuing Education and Travel." Edits to the policy were suggested. **Dr. Latosi-Sawin moved and Ms. Woodbury seconded to approve the "Policy for Financial Support of Staff Continuing Education and Travel" as edited and present it to the full Board for approval. All Committee members in attendance voted "yes." The motion carried.**

There was no other new business.

The next meeting of the Materials & Services Committee will be September 17, 2019 at 5:00 p.m. at the Downtown Library.

There being no further business the meeting was adjourned by consensus.

Elizabeth Latosi-Sawin
Secretary