

**Chickasha Public Library Board
Minutes
January 16, 2024
Library Conference Room 6:00pm**

In Attendance: Joyce Witte, Erin Glass, Sharon Storms, Debra Blaylock, Brenda Brown, Annick, Bellemain, Shelby Hurst

Also in attendance: Lillie Huckaby, Library Director

Meeting called to order by Joyce Witte at 6:00pm

Presentations by Library staff: Drew requested our help in some areas for the children's area. She needs 6 volunteers plus some display items for the Reading Takes You Places event on March 14. Sharon will provide some items from Australia. She also requested plastic Easter eggs (filled or unfilled with treats) for an event on May 23rd from 11:00 to 1:00. Signup sheets for volunteers were provided.

Lillie introduced our newest board member, Shelby Hurst and reminded us of our responsibilities as board members that we represent the community and what they might need from the library.

Friends of the Library Report: Lillie gave the report in Betsy's absence.

- Chocolate Festive February 13th at Epworth Methodist Church from 5:00 to 7:00pm. We have a table and need people to make chocolate sweets (no store bought) we will need 200 items for the table; we also have 20 tickets to sell at \$6.00 each. Proceeds from the sale will go towards the purchase of interior signage for the library. Contact Erin Glass if you can help.
- Friends will have a garage sale planned for later this spring.

Minutes from the October 17, 2023 meeting were as presented. Motion to accept was made by Glass and seconded by Brown. Lillie addressed the question on finances stated that the quarterly difference was due to staff raises and that we were on line with the budget.

Approval of the Safety Policy: Glass motioned to accept the policy with the changes presented from the Oct. 17th meeting, Brown 2nd and the motion was approved via voice with no one abstaining

Action Item: Circulation Policy: Lillie asked that we also review a policy on the checking out of Hot Spots. There is no charge on replacing the hot spots as T-Mobile does that for free. Discussion on the over-due fine charges was held and Brown volunteered to draft a letter including information from Lillie (monies collected) to be sent to the City Manager requesting that they be discontinued. She will present the letter for approval at the April board meeting. Storms and Blaylock to review both polices for the April meeting as well.

Action Item: Photo Use policy: Witte to review

Action Item: Computer/Internet Policy: Glass and Brown to review

Meeting Room Policy: After discussion on the cities policy regarding room rental fees and deposits (refundable or non-refundable (could take up to 3 weeks to receive as the refund would come from the city not the library) and the fact that the library does not have credit card availability at this time, it was agreed unanimously to leave our policy as is for now and address again at a later date if needed.

Library Director's report:

- Drew is doing a great job with the Children's programming
- The homeless problem is a little better due to warming houses being opened by the city and some help from the manager at resurrection house
- We have a new Emergency city manager – Edward Perez
- City has a new logo that included the library
- Have 3 board members terms expiring the end of April – Bellemain can serve another term should she choose to, Storms and Witte terms will expire the end of June

The next meeting will be April 16th, 2024 at 6:00pm in the library

Meeting adjourned at 7:30pm with motion by Brown and 2nd by Bellemain