

Berkley Public Library Board Meeting Minutes 16 Jan 2019

Present: Matt Church, Library Director; Rita Van Brandeghen, Chairperson; Amanda Rohda, and Carol Hermann, Board Members;

Meeting convened 7:05 p.m.

Minutes from 10 Dec 2018 meeting were approved.

Librarian's Report:

The Library Director presented his reports on programs and services, staff, finances, and technology.

Highlights of the report include:

- Matt continues to attend bi-monthly department head meetings at City Hall and the DDA organization committee meeting.
- Programs were plentiful and well attended in December. Holiday events were very successful.
- Matt continues the search for another part-time librarian for children's services.
- Overall circulation numbers for December 2018 were up over December 2017.
- The library will be moving its email accounts from TLN to the City of Berkley's Gmail system. Some staff, including Matt have already had their accounts changed over and the rest will be moved soon.
- Blu-ray discs suitable for children are now being added to the children's collection once they are no longer considered "new" (approximately 6 mos. from addition to the collection). There are no rental fees for children's items in the children's DVD/video/Blu-ray collection.

Old Business:

- Circulation statistics are now accurate as Matt has resolved the issue with the new CARL system and TLN.
- MEL reports have been added as a separately reported statistic and the library now generates a daily MEL report to notify patrons when MEL materials are coming due.

New Business:

- We will be reviewing the Library Fines and Fees schedule in the near future to determine if any changes should be made.

Other Matters

There were no other matters discussed.

The meeting was adjourned at 8:00 p.m.

Next meeting – 7 p.m. Wednesday, 20 Feb 2019

Respectfully Submitted,

Carol Hermann