

Minutes of the Hays Public Library (HPL) Board Meeting

September 12, 2018

The meeting was called to order at 4:00 pm by Katherine Wolfe, Chair.

Present Board Members	Amy Feauto Katherine Wolfe Brandon Hines, Director David Goodlett Mary Toepfer	
Absent Board Members	Stacey Smith Patti Park	James Meier
Guests	Patty Rohr	Marissa Lamer
Public Comment	None	
Bills	It was moved and seconded (Goodlett/Feauto) to approve the August 2018 bills for payment as presented. The motion passed unanimously with discussion.	
Minutes	It was moved and seconded (Toepfer/Goodlett) to accept the August 8, 2018 minutes as presented. The motion passed unanimously with no discussion.	
Director's Report	Included in packet	
Department Reports	Included in packet	
Presentation	Marissa Lamer, Ks Room Librarian, discussed current Ks Room projects and plans and passed out a flyer that went to all schools introducing them to the Ks Room.	
Old Business	None	

New Business

a: Boiler discussion/bidding process: Presented by Brandon Hines. After discussion, it was moved and seconded (Goodlett/Feauto) to allow Brandon to set up the bidding process for boiler replacement and for Brandon to make the final decision on the boiler as it is urgent. Motion passed unanimously.

b: Establishment of Policy: Presented by Brandon Hines. After discussion, it was moved and seconded (Goodlett/Toepfer) to make changes as proposed by Brandon to the HPL Service Handbook and Personnel Policy regarding establishment of library policy. The motion passed unanimously.

c: Temporary Card: Presented by Brandon Hines. It was moved and seconded (Goodlett/Feauto) after discussion to adopt the recommended policy for a Temporary Library Card as presented. Motion passed unanimously.

d: RFID and Self-Check Request for Proposals: Presented by Brandon Hines. After discussion, it was moved and seconded (Goodlett/Feauto) to allow Brandon to put out the RFP for RFID and self-checkout bids. Mary and Katie will attend the presentations as board representatives.

e: Long Term Planning: Presented by Brandon Hines. Brandon presented the board the Hays Public Library one-year plan Sept 2018-Aug 2019.

Open Board Discussion None

The meeting was adjourned at 5:45 pm by Chair, Katherine Wolfe.

Next meeting will be October 10, 2018, 4 pm.

Respectfully submitted by Amy Feauto, Secretary 9-13-18