

VI Updates and Announcements

Michelle Brower resigned as a trustee, effective immediately.

VII Update on Historical Society

Susan had no new updates to report.

VIII Friends of Library Update

The website has been updated and a PayPal button has been integrated. The Friends annual meeting will be held on April 28 at the Senior Center. Tara Windsor will attend to request funding for summer programming. Some fundraising ideas are being investigated.

IX Policies and Procedures

All library job descriptions need to be modified to contain references to the policy on confidentiality of library patron records.

MOTION: On a motion of Amy Fahey to approve library job descriptions for Library Director, Children's Librarian, and Library Technician as amended, seconded by Sharron Luttrell.

VOTED: Unanimous by roll call.

Sharron presented two policies regarding conduct of staff and patrons.

MOTION: On a motion of Leigh Martin to approve Staff Conduct Policy and Patron Conduct Policy, as amended, seconded by Amy Fahey.

VOTED: Bob Carlson, Sharron Luttrell, and Leigh Martin voted affirmatively by roll call; Susan Darnell abstained.

X Future Agenda Items

Next meeting will be held on April 2, 2014, at 7:00 PM at the Taft Public Library.

Upcoming policies for review: Circulation Policy; Meeting Room/Facilities Use Policy; Website Policy; Social Networking Policy; Internet Use Policy, including Wireless Devices; Display and Exhibit Policy; Inclement Weather Policy; Emergency Response Policy.

Susan Darnell will be participating in the next two meetings remotely via Skype from FL.

XI Adjournment

MOTION: On a motion of Susan Darnell to adjourn the meeting, seconded by Amy Fahey.

VOTED: Unanimous.

Meeting was adjourned at 8:38 PM.

Minutes by Leigh Martin