

Roland Library Board of Trustee's Meeting
221 North Main, Roland, Iowa 50236
Monday, October 2nd, 2017

- I. The Roland Library Board meeting was called to order at 7:03 pm. The following board members were present: Bruce Gauley, Shauna Anthony, Tempest Kuykendall and Library Director, Laura Urbanek. Absent: Joy Thye.
- II. Limited Additions to Agenda: Add to Old Business, B.) Old Roland Photos to be matted and framed for Library display.
- III. Public Input: none
- IV. Approve minutes from Sept. 11th, 2017. The Roland Library minutes were read and reviewed. A motion was made by Shauna Anthony to approve the Sept. 11 minutes, 2nd by Tempest Kuykendall. Passed 3-0.
- V. Approve September Claims: The September claims were reviewed. Shauna Anthony made a motion to approve the September claims, 2nd by Tempest Kuykendall. Passed 3-0.
- VI. Reviewed September Statistics: The September statistics were reviewed. It was reported that September was a good month for circulation at the Roland Library.
- VII. Director's Report: Laura Urbanek reported that the American Legion Auxiliary will not be helping the Library Board for the October – Monster Mash on Main celebration on Beggars Night. Sarah has sent a request to the Roland Foundation for around \$200 for hot dogs, hot dog buns, chips, and candy for the Monster Mash activity. Laura also reported that on Monday, October 23rd, the Library will offer “Decorate Pumpkin's”, a come and go activity for children from 1-1:30.
- VIII. New Business: A.) Renovation Project. Set open House Date: After some discussion the Library Board would like to try having Open House in November, possibly right after Thanksgiving, date to be announced later.

Laura reported that the back splash is finished in the backroom by the sink counter. Laura suggested that we may want to think about putting up a small shelf underneath the upper cupboard area for the microwave.

B.) Internet with Wi-Fi Policies: The Library Board read and reviewed these policies, which will be posted at the Library near the computers. The following corrections were made to update the Internet/Wi-Fi Policies:

 - V. Use of public access to Library computers.
 - A. Sign up policies and procedures: (delete line: computer users must be Roland Library patrons.)

Fifth line down: No More than three patrons may use each computer (both must be signed in) at Librarian's discretion.

Add: The copyright law of the United States, (Title 17, U.S. Code).

The copyright law of U.S. governs the making of reproductions of copyright material. The person using the libraries Internet of wireless Internet connection is liable for any infragments.
 - D). revised: Computer Security: (4th line down)

Internet sites may be blocked from access based on policies (delete: and filters).
 - Sixth line down: delete: (No using another's identity).

VI. Wi-Fi Policy: (delete: “wireless”)
Delete: sentence (Patrons may save documents).

B.) Internet with Wi-Fi Policies:

VI. Wi-Fi Policy:

Revised: The Roland Public Library provides Wi-Fi access for public internet use. Connecting to the Roland Public Library Wi-Fi network affirms consent to Roland Public Library policies. All Library policies concerning legal and acceptable use of computers and the internet, as well as library conduct policies, apply to patrons using the library's Wi-Fi service.

(3rd paragraph): Printing is available from the wireless network. (delete line: Patrons may save documents to personal flash drives and print them using the library's printer.

(Keep: Printing fees will apply.)

(5th paragraph down) Library staff is not equipped to assist patrons using the wireless network. (delete line: The wireless network is compatible with most wireless cords. Many new computer laptops and notebooks come with built in wireless devices. A motion was made by Tempest Kuykendall to accept all changes. 2nd by Shauna Anthony. Passed 3-0.

C.) Meet the Candidates Forum: Set for Sunday, October 27th, 2017, at Library backroom from 7-8:30 pm. Laura reported that Roger Fritz will be the moderator for the Candidates forum. This will give the Roland citizens a chance to meet the candidates. Laura will bring her 30 cup coffeemaker and plastic cups.

D.) Trustee Training: Online Databases. The Library Board members reviewed the resources on the Librarian's computer. Laura introduced the Gale Resources offered through the State Library: 1.) Gale Resources, Academic/ magazine articles, Book Authors/ search/ very detailed, and Business Insights. 2.) Chilton Library: vehicle selector, 3.) Transparent Languages (100 plus languages). A motion was made by Shauna Anthony and 2nd by Tempest Kuykendall to subscribe to the Gale Resources for Roland Library patron use (a subscription fee of \$102 per year.) Passed 3-0.

E.) One Library Board Vacancy: After some discussion it was decided that Shauna Anthony will contact a possible Library Board candidate to fill this vacancy.

IX. Old Business: A.) Space Usage: tabled until next meeting.

B.) Old Roland Photographs to be matted and framed: Tempest Kuykendall reported that she has taken into Hobby Lobby, 6 Library old Roland photographs to be rematted and framed. (Black frames 14" x 18" \$28 on sale for \$13 each, backing \$4.50, Mat \$12.00 each, total \$48.00 each) These will be done by Oct. 10th. Tempest reported that she will pick them up and pay for them, but would like some help with the cost later.

C.) Jester Puppets Early Out Programs: Wed. Oct. 4th at 1:30pm.

D.) Abandoned Iowa Program: Sat. Oct. 7, 11:00.

E.) Monster Mash on Main: Monday, October 30th, 5:00

F.) Decorating Pumpkins: October 23, 1:00-1:30.

G.) Roland Candidate Forum: Sunday, October 29th, 7-8 pm, at Library backroom.

XI. Adjourn: A motion was made to adjourn by Bruce Gauley, 2nd by Shauna Anthony. Passed 3-0.

Submitted by: Tempest Kuykendall