

Rock Hill Public Library
Board of Trustees Meeting Minutes

April 18, 2016

Attendees: Laurie Murphy, Frederique Griffith, Chantal Hoffsten, David Goeres, Maud Jeanty, Marty Harris, Inez Barrett-Otey, Jennifer Conroy, Lisa Henry

Absent: Ray Malon and John Shoulberg

Meeting called to order at 6.20PM.

Minutes from March 21, 2016 meeting were distributed.

Laurie suggested two changes on the minutes with the following revisions:

-Under Public Presentations: *“Tere Keehn addressed the board to voice her concerns about the loss of staff benefits”*

- Under Board President’s Report: *“Inez suggested we hire African-American staff as well as update the book collection in the library to better reflect our diverse population”*.

Chantal moved to accept the revised minutes and Laurie seconded. Motion passed unanimously.

Board President’s Report:

Jen has hired Grace Turney for a part-time circulation clerk position at RHPL. Grace also works part-time at the County library. She is working toward her library degree.

-Cleaning Services: Jen has evaluated 3 services and Building Stars is the best in her opinion. The board looked over the three bids and agreed. Jen will inquire about their liability insurance. The contract renews annually automatically. Laurie suggested we ask for a trial period.

Chantal moved that we contract with Building Stars with the provision that a trial period be included and that we be listed as additional insured on the liability insurance policy. Laurie seconded. Motion passed unanimously.

-Chantal will look for mention of a Knox Box in the minutes and Lisa will look for a past bill for it as RHPL might have already bought one.

-Change of Hours: Jen wrote an announcement for the press, the radio stations, and the city newsletter. Jen will investigate the Nextdoor website as a possible site to use in the community.

-Jen suggested we look into hiring Bill Coleman who does IT work for the UCity Library. The Miller Group currently charges \$115/hour plus travel time for 3 hours of services per month. They have not been good at returning

The board agreed that more consistent records must be maintained by the Library Director and the Board Secretary. The board will have a set month in the year (April) to match the fiscal year during which people will be selected and terms will be renewed.

Public meeting closed at 7.58pm.

Next meeting Monday, May 16, 2016 at 6:15pm