

## Redfield Carnegie Library Board Minutes

November 27, 2023

**Members present: Stephanie Hansen, Marlene Eimers, Sandy Lien, Lisa Johnson, Dale Fiedler**

**Members absent: Keith Gall**

**Librarians present: Sarah Jones-Lutter; Amanda Evans**

Meeting called to order at: 5:37 PM

Minutes from last meeting- October 30, 2023

Moved to approve- M. Eimers

Second- L. Johnson

Minutes approved

### Old Business

1. Building Fixes update
  - a. Reading Room Progress
    - i. Nothing to report
2. Collection Development Policy
  - a. Second Reading
  - b. Motion to approve changes to policy- S. Lien
    - i. Second- L Johnson
    - ii. Motion approved
3. Potential Hours Update
  - a. Mentioned to city council at city council meeting on 20th
  - b. No word yet
  - c. Keith Gall to bring up
4. School library cards
  - a. Sarah did some research
  - b. ILL at the school library can take care of all foreign language books. Will still allow for students to have a library card to access Libby app ONLY with teacher approval during the school year. This will be limited to students with special requirements.

### New Business

1. Circulation Policy
  - a. First Reading – Changes added
    - i. Expiration of in-town library cards- 3 years
      1. Cards that are not renewed after three years will be removed
      2. Out of town cards will be removed after three years if not renewed.
      3. School cards for use of Libby for nonresidents students; teacher must request, only for academic year.
    - ii. Older teen for content policy
    - iii. Tablet policy for in-library use
    - iv. School Library Card
2. Welcome Amanda and Sandy!

- a. Amanda is new asst. librarian.
- b. Sandy is new part-time employee.

Next meeting January, 29, 2024

Adjourned- 6:04 PM