

AGENDA FOR POLK CITY LIBRARY BOARD MEETING
Polk City Community Library Meeting Room
Monday, May 7, 2018 at 6:30 pm

I. Call to order

II. Approval of the agenda

III. Consent Items

1. Consider motion to approve the Library Board Minutes for April 2, 2018.
2. Consider motion to approve the March Finance Report.
3. Consider motion to approve of March work schedule.

IV. Communication from the Public

V. Director's report

VI. Liaison report

VII. Board Education: none

VIII. Agenda Items

1. Review and Approve revised Circulation Policy focusing on copy fees, suspension of patron privileges, and minimum age to get a card without parental consent.
2. Review and Approve revised Library Social Media Policy allowing director to remove inappropriate content
3. Review and Approve revised Library Volunteer policy to include background check requirement and application form
4. Review and Approve personnel policy
5. Discuss development of policy for digital sign and possibly consolidate it with Posting of Announcements & Flyers Policy, and Display case policy
6. Review Tier Standards: Section 5: Virtual Spaces
7. Move to request the city establish a trust for library donations
8. Move to allocate Burt donation to trust
9. Approve purchase of new desktop computer and Microsoft Office software with replaced computer replacing oldest patron computer.
10. Approve hiring of Trinity Baccam for temporary summer position.
11. Nominate officers for FY19 terms
12. Consider creating personnel committee per suggestion of State Library of Iowa. Personnel committee advises Director when issues arise and conduct Director's annual evaluation which is due soon.

X. Adjourn

Next Meeting Monday, June 4 at 6:30 PM

Mission Statement: The Polk City Community Library provides a place where all can meet, learn, and grow.