

Newport Public Library Board Meeting – September 16, 2009

Minutes

Present at this meeting were Carol Fisher, Cindy McConnell, Chip Norman, and Ted Smith.

1. The meeting was called to order at 5:15 p.m.
2. **Minutes:** Fisher moved that the minutes from the May 20, 2009 meeting be approved, McConnell seconded the motion; the minutes were approved.
3. **Library Outreach Services Policy:** A change in the OutReach policy was read aloud and approved by the Board by voice vote.
4. **Emergency Operations Procedures:** An emergency operations procedure plan was presented to the board by Library Director Ted Smith. Board members had had a chance to review the plan prior to the meeting, and Norman moved, and Fisher seconded, that the plan be approved. The plan was approved by voice vote.
5. **Library In-Service Day:** Smith reported that staff in-service day will consist of discussion of the emergency service plans, and a presentation to staff on personal safety. Staff will tour the Community College in the afternoon, and Smith invited Board members to join the library staff in the tour of the college, beginning at 1:15 p.m.
6. **Foundation Meeting:** Smith asked for suggestions for an alternative location for the October Foundation meeting, which is in conflict with a previously scheduled use of the meeting room. McConnell generously offered to host the meeting at her home, keeping the same date and time, October 21, 5:15 p.m.
7. **Librarian's Report:** Smith commented on the Hennen's American Public Library Ratings (HAPLR) which rates Newport Public Library third in Oregon among libraries serving similar populations. Smith noted that he has amended the circulation statistics to include intralibrary loans. Smith also noted that circulation figures at Newport continue to increase. July 2009 showed a 13% increase over July 2008, for example.
8. As there was no other business, the meeting was adjourned at 6:40.

Respectfully submitted,

Martha Hawkes