MINUTES
WATAUGA LIBRARY BOARD
REGULAR MEETING
THURSDAY, NOVEMBER 12, 2020
VIDEOCONFERENCE
6:00 PM

MEMBERS PRESENT:

Kip Woodruff	Chairperson/Place 7
Lindsey Neal	Vice-Chairperson/Place 1
Kristen Chapman	Secretary/Place 6
Joy Don Baker	Member/Place 2
Carol Z. Coy	Member/Place 3
Henrietta Egenti	Member/Place 4
Sharon Subjeck	Member/Place 5 (Absent with Notice)

and

Lana Ewell	Library Director
Art Miner	Mayor and Council Liaison

CALL TO ORDER

Chairman Woodruff called the meeting to order at 6:02 p.m.

PUBLIC TESTIMONY

No public testimony or comments were provided.

REPORTS FROM STAFF

1. Library Director's Report

Ms. Ewell presented the report which included pictures of the staff taking materials out for curbside delivery, the youth area being utilized to create Family Place Kits, and the staff rearranging the Fiction section. Other pictures included the meeting room currently being utilized as a quarantine room. Ms. Ewell mentioned that the recent data indicates that materials should not be stacked and should be spread out. It was also recommended that materials are set in a quarantine area for 7-9 days. She stated that Senior Youth Librarian, Ms. Barbara Goss, has been the most resourceful individual and has done an excellent job at creating new ways to engage patrons online. Staff is staying busy rearranging the fiction materials into different sections, putting Westerns, Sci-Fi, Horror, etc. together.

Ms. Coy asked if the library was also moving around the non-fiction items. Ms. Ewell indicated that they would not.

ROLL CALL

Vice-Chair Neal requested that Roll Call be officially taken. Chairman Woodruff conducted the roll call.

APPROVAL OF MINUTES

1. **Consider action on the Library Board Meeting Minutes for January 9, 2020 and**

Ms. Coy made a motion to approve the minutes of the January 9, 2020 Library Board Meeting and the minutes of the September 10, 2020 Library Board Meeting. The motion was seconded by Ms. Egenti. Motion carried 6-0-1-0.

Ayes: Woodruff, Neal, Chapman, Egenti, Baker, Coy
Nays: None
Absent: Subjeck
Abstain: None

UNFINISHED BUSINESS

No unfinished business was discussed.

NEW BUSINESS

1. **Ms. Ewell presented the updates to the circulation policy. It was last revised in 2017 and needed language changed and terms amended. Terms for e-books, e-audio, and e-magazines needed to be included, as well as clarifying terms in other areas. Redundancies were removed. References to the MetroPAC, and TexShare were also removed. Various kits have been streamlined, so the new circulation policy now refers to them in generalized terms. References to late fees were removed.**

Ms. Ewell replied that it had not been addressed last year. City Staff has not found any ordinance that requires late fees. If City Council approves, there will be no late fees. If this update to the Circulation Policy passes tonight, Ms. Ewell will take it to the City Council Meeting next month and that it presumably would go into effect the date that City Council passes it.

Vice-Chair Neal made a motion to accept the new Circulation Policy. Motion seconded by Ms. Baker. Motion carried 5-1-1-0.

Ayes: Woodruff, Neal, Chapman, Egenti, Baker
Nays: Coy
Absent: Subjeck
Abstain: None

ADJOURNMENT

With no further business to discuss, Chairperson Woodruff adjourned the meeting at 6:16 p.m.

APPROVED: this 14TH day of JANUARY, 2021.

SIGNED: this 12TH day of MARCH, 2021.

APPROVED:
Kip Woodruff /s/
Kip Woodruff, Chairperson

ATTEST:
Kristen Chapman /s/
Kristen Chapman, Secretary

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office