

## Meeting 40

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### HEARTLAND LIBRARY COOPERATIVE BOARD MEETING

December 19, 2001

HLC Governing Board voting members present: DeSoto–Paul Erickson, Ann Ryals; Highlands–Perry Newport, Bob Bullard, Jeanne Renton; Okeechobee–Marilyn Buxton; Hardee–Elinor Batey, Gloria David. Unable to attend: Felton Garner, Walter Olliff, Jr., Clois Harvey, Robbie Chartier. Also in attendance: Librarians Margo Taylor, Diane Hunt, Elizabeth Kenney, Ginger McClure, Merry Cresswell, and secretary Carolyn Hesselink..

The Board was called to order at 10:02 a.m. by Perry Newport, acting as chairman. Notice of meeting was read. Chairman Bob Bullard arrived and gave the invocation, with Perry leading the pledge. Agenda addition was request–to discuss circulation policies. Approval of the agenda as amended moved by Perry, seconded by Paul, carried by voice vote. The minutes were accepted as presented by Perry, seconded by Marilyn, carried by voice vote.

#### COORDINATOR’S REPORT

Several of the librarians questioned the statistics in the report for October and asked that the Coordinator revisit the numbers for the next meeting’s report. Ginger McClure noted that as of this time, there have been no changes in the State Aid to libraries and our money has been life in recurring funds. The report was accepted into the record as is, until the board hears back from Mrs. Myers on the figures in question.

#### NEW BUSINESS

Diane Hunt presented the history of the centralized cataloging department, stating that any changes requested have been first submitted to the Highlands Human Resources department to be sure they meet the requirements of Highlands County. The recommendation to the board was to downgrade the job from a paygrade 20 (supervisory librarian) to that of a 17 paygrade (MLS degree required but no supervision). Diane would continue to be the supervisor of the cataloging department, with a paygrade 8 and 9 to do the copy-cataloging, organizing of materials as they come in, and keeping track of paperwork. After discussion the board asked for copies of the job description and Diane said that would be readily available by the next meeting. The plan is to hire one cataloging librarian now and fill the other positions in the next year. Paul moved to authorize the restructuring, seconded by Jeanne, and carried by voice vote. This is to be submitted as a Consent Agenda item to the Highlands BCC.

Diane then spend some time explaining to the board about our change-over to the Polaris system. We began our computer odyssey with a school library company, Follett, outgrew it rapidly and then changed to Gaylord's text Galaxy, moved on to their graphical Galaxy, and now have a powerful tool in their Polaris programs. Gaylord continues to improve this product. It is our job to learn how to maximize its potential to help our system meet the needs of our libraries.

#### BOARD COMMENTS

Chairman Bullard announced that as of January 2002 a new Highlands Co. Commissioner, Guy Maxcy, would be on our board and also the Highlands Co. Library Board. The board members expressed their thanks for Bob's outstanding service to the cooperative and our regret at his decision to move on to other boards.

#### CIRCULATION POLICIES

Paul expressed his concern over the lost of revenue for DeSoto County in the reduction of finds to .10 with two weeks circulation. The librarians, however gave testimony of the positive reactions of patrons all over our system who, now that the fines are at .10 per day, will allow their children to take out the videos. It was noted that many who have little money are able to enjoy all the library materials when they don't have the specter of potentially large fines hanging over their heads. While agreeing in principle, board members wondered about the charges for rewinding videos and what the statistics would look like by the time of our January meeting. Were there going to be more videos going out? Was there going to be considerably less overdue videos? Should the rewind fee be .10? Paul also noted that he thought that the .10 fine should be listed on the information sheet the six libraries are handing out and it wasn't on his version.

NEXT MEETING DATE SET FOR JANUARY 16, 2002.