

## **St. Ignace Public Library Board Meeting Minutes– November 13, 2018**

The meeting was called to order at 5:03 PM with the following present: Ruth Lachapelle, Eliska Grogan, Martha Sjogren, Mary Maurer, Loni Brown, and Alycia McKowen. Not present was Kim Nowack and Elaine MacDonald.

A motion was made by Martha Sjogren to approve the October 9, 2018 meeting minutes as presented and was seconded by Mary Maurer. Motion was carried.

### **Old Business**

COMP Bank: Alycia McKowen gave an update regarding the COMP bank and how it is used by Library Directors. Discussion took place with the consensus that the Library Director will present quarterly the accrued COMP hours to the library board.

### **New Business**

Director's Report: Alycia McKowen presented the October 2018 Director's Report and highlighted some key areas such as a record high for visitation and an increase seen in circulation.

Review of Library Policies: Alycia McKowen presented an updated Patron Code of Conduct to replace the current policy. A motion was made by Mary Maurer to accept the new Patron Code of Conduct policy to replace the current policy and was seconded by Loni Brown. Motion was carried. No additions or revisions were needed for the remaining library policies.

Opioid: Alycia McKowen presented some recent findings that were compiled by a Library Law Consultant regarding libraries having NARCAN to revive those who overdose with opioids. Libraries may receive a prescription of NARCAN, but it is the individual and not the entity that may hold and use the prescription towards those who may need to be revived in the State of Michigan. Discussion took place. A motion was made by Martha Sjogren for the library to seek a prescription of NARCAN with the Library Director being the individual who may carry the NARCAN and the Library Director will be acting as an individual if the need arises to use the NARCAN. The motion was seconded by Loni Brown. Motion was carried.

New Projector: Alycia McKowen presented options on projectors that would be a better device to showcase movies and utilize the movie license. Discussion took place. A motion was made by Martha Sjogren to purchase the Epson Home Cinema 1060 for \$589.96 and seconded by Loni Brown. Motion carried.

Decorations: Discussion took place regarding volunteers needed to decorate the library for the holidays. Alycia McKowen will choose a date and make a call for volunteers for the selected day.

Approval of Payables: The library board signed off on the payables totaling \$5,649.50. Alycia McKowen plans on contacting AT&T to resolve the current bill and will present a timeline of the issues to the board once resolved.

**Public Comment**

Alycia McKowen gave the board an update regarding personnel changes within the library cooperative, Superiorland Cooperative, and the library.

Discussion took place regarding annual Holiday Dinner. Alycia McKowen and Martha Sjogren will be taking care of the details.

Meeting adjourned at 5:51 PM with a motion to adjourn made by Martha Sjogren and seconded by Mary Maurer. Motion carried.

Approved December 11, 2018