

Bruton Memorial Library
Library Board Minutes
November 15, 2012

Members present: Tom Thoeni, Michelle Monteleon, Jim Chancey, John Smik, Sue Mitchell, Paula Sedita, and Library Director Anne Haywood.

I. Call to Order

The meeting was called to order at 9:05am by Chairman, Tom Thoeni.

II. Reading and Approval of previous meeting minutes

The minutes for the October 18th meeting were read and accepted as amended.

III. Director's Financial Report of the Library

First month of the new fiscal year; Books and AV Materials overage may be due to encumbrances to various materials vendors.

IV. Library Director Report

- a. Monthly report: Circulation is down while program attendance and number of volunteer hours are on the rise. Library attendance is still calculated by formula.
- b. Facilities: The library received another check from the Plant City Women's Club to replace two settees. Meeting room carpet is scheduled to be cleaned in December.
- c. Other: Draft annual report provided using new software computer use and programming are back on track. Discussion on the future of technology in libraries. Polaris training has begun; the new system is expected to go live in late February 2013. A draft of the County/City study results will be available in December.
- d. Friends of the Library: Holiday Book Sale Saturday, November 17th; annual book sale tentatively scheduled for mid-January 2013. February is the 20th anniversary of the incorporation of the Friends.

V. Committee Reports

- a. Policy: Hillsborough County policies LS 103 and LS 306 were adopted with minor changes.
- b. Planning: Brainstorming about Polaris implementation and how to maintain a strong Friends group.

VI. Unfinished Business

None

VII. New Business

None

VIII. Adjourn

The meeting was adjourned at 10:05am. **Next meeting is December 20th at 9:00 am.**