

The Milford Library Board met in regular session on Wednesday, February 1, 2012, at 5:30 P.M. Those in attendance were board members Rick Kilts, Carla Schley, Elaine Franklin, Jeff Cookinham, Denny Dotson, JoAnn Chaffin, Joann Gano, Director Susan Pratt, and City Administrator Matt Skaret.

Public Comments: None

January Minutes: The minutes were read, one correction made. JoAnn moved to approve the minutes with the correction, Carla seconded, Board approved.

Bills: The bills were read and discussed, Carla moved to approve the bills for payment, Elaine seconded, Board approved

Internet Policy and Procedure: a discussion was held concerning the time a patron has on the computer during their visit to the library. Elaine moved to leave the policy as written, Jeff seconded, Board approved.

Director's Report:

- Circulation Report was discussed
- Monthly programming report was read
- Potluck held to welcome Susan was a success
- "Eight Below" was the family movie shown in January
- Advantage file transfer completion and will be online by next month
- A library superhero contest is being held for children during February
- Library is now on foursquare, an app for Smartphones
- Tax document are available
- Susan and Aimee are making updates to the library webpage
- Susan attended the IA Small Libraries Online Conference on January 12
- Susan has received her certificate for Type VI librarian
- "The Help" will be shown on February 14th.
- A new computer will be purchased-this will have a smaller design and more up to date hardware and software
- A project of the library will be the QR Promotion Code

Upcoming Topics:

- Discussion of a policy for allowing animals onto the premises-we will continue as is, but Susan will continue to research the topic
- www.FAX24.us is a new faxing option for the library. Patrons will now use this new feature to send faxes.
- The YA section of the library is in need of more shelving and the Friends of the Library have agreed to help with the purchase. Susan had two bids and the Friends will meet to discuss the options.

- Next board meeting topics include the Multimedia Projector policy and the Display and Exhibit policy.

JoAnn made a motion to give Wendy 20 vacation hours in appreciation for the extra time spent acting as interim director. Elaine seconded, Board approved

Adjournment: Carla moved to adjourn, Denny seconded

Joann Gano

Secretary