

**PALM SPRINGS LIBRARY BOARD MEETING  
JANUARY 20, 2008  
MINUTES**

The meeting was called to order at 7:05 PM.

Present: Board Members Jayne Gardner, George Waller, Kathleen Dunn, Paul Harding

Library Director Elena Romeo

Administrative Assistant, Karen Hoffecker

**Approval of Agenda**

Paul made the motion to approve the agenda as presented. Jayne seconded the motion; the motion carried.

**Minutes**

Jayne moved to approve the minutes of the October 21<sup>st</sup> meeting. Kathleen seconded the motion; motion carried.

**Library Director's Report**

**Library Special Revenue Fund** – \$66,396.00

The money for the new range has not been taken out of the fund money yet.

**Statistics**

Circulation, Study Room use, computer use, and door counts have increased. Everything is doing well.

**Range Progress to Date**

The new range is being constructed and is scheduled to arrive soon.

**Space Configuration/Reference Conversion**

The space configuration in preparation of the new range area is complete. Reference area has been reconfigured and relocated. In the process of moving one of the shelves, it was noted that the Formica top was worn. Patty chose new Formica and it was installed by Village staff.

**Video Camera Update**

Due to the recent rash of ink cartridges and flash drives disappearing from the staff room, a camera has been placed to monitor staff work areas.

**State Aid Grant**

The State Aid Grant amount continues to decrease. It is projected that the amount may increase in 2011, but further action remains to be seen. In preparation, we have cut our budgets. The reference budget has been cut entirely and all standing orders have been canceled or placed on standby until further notice.

**Full Staff Meeting**

A full staff meeting was held January 15<sup>th</sup>. The staff enjoys getting together more often to discuss various library issues. In an effort to keep patron's information current and cut back on non-returned items, Elena has asked the staff to ask patrons for their phone numbers upon checkout.

### **Board Vacancy**

There is currently one vacancy open on the Board. The search is on for potential candidates.

### **Adult Programs**

Computer classes continue with David Devor. Limited to four, the classes have been full.

AARP Tax volunteers will begin to help with electronic tax filing on Tuesdays and Fridays from 10 a.m. to 1 p.m. This service is free to all.

### **Old Business**

There was no old business.

### **New Business**

There was no new business.

### **Friends of the Library**

Jerry Devor is trying to motivate interest in the Friends. He is scheduled to speak to the Travel Club in February. The next Friends meeting will be Friday, February 6<sup>th</sup>.

### **Library Programs**

The Library will host a Safety Presentation Thursday, January 29<sup>th</sup> at 3:00 p.m. with Detective Chip Wright.

Planning has begun for the Chalk Art Festival on April 4<sup>th</sup>. The Friends will be asked to supply the chalk.

### **Miscellaneous**

A Bluegrass Group will begin meeting February 12<sup>th</sup> to play and enjoy bluegrass music. All are welcome to attend.

### **Next Meeting**

The next board meeting will be held February 17<sup>th</sup> at 7:00 PM.

### **Adjournment**

Paul made a motion to adjourn, seconded by Kathleen. The meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Karen Hoffecker  
Recording Secretary