

## Minutes FPL BOT Meeting

Oct. 19, 2015

The meeting was called to order by Cecil Christenberry, Vice-President, at 6:05 p.m.

Present were Tamara Dean, Director, Cecil Christenberry, Molly Peterson, Alison Knight, Frieda Ward, Diana Brewer, City Council Liaison, and James Watkins, Fairhope BLOG. Absent was Martin Lanaux, President.

The minutes from August 17, 2015 were reviewed and approved with one correction noted. The Emergency Response Plan will be reviewed with the staff on Oct. 28<sup>th</sup>.

Reports: Monthly reports were reviewed and the following noted:

Monthly statistics: The number of books checked out in 2015 is significantly lower than for the previous year. The method for counting the number of books checked out by patrons was closely reviewed and an inaccuracy was found in the method. When the method was corrected, it resulted in a fewer number of books being checked out: 150,000 books in 2014 versus 102,000 for 2015.

Employee report: No exceptions noted.

Financial: The Library requested a 6% increase in funding for the coming fiscal year. We received a 4.5% increase and employees will receive a 2.5% increase.

Reports from the Director: The Library's Emergency Preparedness and Response Plan has been reviewed and updated by Rob Gourlay and Alan Samry. Several upgrades and changes were made and the newly revised plan will be reviewed with the staff.

New Business: Repairs from the lightening strike are not complete. A status report will be given next month.

The Library's Personnel and Policies Procedures pertaining to vacation were reviewed. Clarifications pertaining to vacation pay, unforeseen emergencies, and shift changes-swapping shifts were made. These changes were passed by the Board.

The Library's policy on telephone use in the library was reviewed and discussed in detail. Molly moved that the policy be amended to reflect the changes suggested in the discussion. Allison seconded. Motion carried.

Old Business: Diana reported that she did not attend a meeting with the mayor and Martin where use of the 2<sup>nd</sup> floor of the library was discussed but rather that she had a hallway discussion with the mayor. A report from Martin's meeting with the mayor is still pending.

The meeting was adjourned at 7:44 p.m.

Respectfully submitted,

Frieda Ward, Secretary