

**York County Library**  
**Board of Trustees Minutes**  
**York Branch Library**  
**April 13, 2017**

I. Chairwoman Barbara Boulware called the meeting to order at 5:00 PM. Board members present were Suzanne Thompson, Mary Windell, Nik Bramblett, Frank Konow, Douglas Cunningham, Joy Price, and Sally Goodson. A quorum was present. (Library administration staff present included Anita Rookard, Julie Ward, and Jason Hyatt.)

II. Welcome and introductions.

III. Approval of meeting agenda. **Konow/Bramblett** (motion/second) Vote was unanimous.

IV. Approval of the minutes from March board meeting. **Thomson/Konow** (motion/second) Vote was unanimous.

VI. Director's Reports. Jason Hyatt brought the Board the following updates.

Budget Report.

Statistics Report.

Circulation for March 2017 continue to be up compared to February of 2017.

Attendance was also up in March for both door counts and programs.

Organizational Updates.

The launch of the library's Safe Place designation went smoothly. The inclusion of the Bookmobile as a Safe Place is a first for libraries.

VII. YCL Policy Revisions

- The Board was asked to consider rescinding the Financial Risk Management Policy because some its language contradicted the York County Ordinances. **Windell/Konow** (motion/second) Vote was unanimous.
  
- The Board was asked to consider rescinding the Policy for Addressing the Library Board of Trustees as some of its language contradicted the existing Library Board of Trustee By-Laws. **Goodson/Konow** (motion/second) Vote was unanimous.

VIII. Vehicle Donation Request for Approval. The Friends of the York County Library donated a cargo van to the Library. In order for York County to properly title it (all assets in the name of York County) the board was asked to consider a vote to formally accept this donation from the The Friends of the Library. **(Bramblett/Konow)** Vote was unanimous,

IX. Diversity and Ethics Policies. Anita Rookard presented both a Diversity Policy and an Ethics Policy that should like to have staff members sign and agree to follow. As part of this process training would also be included for all staff. **(Bramblett/Kono)** Vote was unanimous.

X. Meeting Room Policy. Julie Ward presented suggested for a revised meeting room policy based on best practices from other libraries and the growing number of demands from people in our county to rent space. Ultimately a vote was not taken, and Julie agreed to look into a different rental fee schedule for the board to consider.

XI. Technology Plan. The Technology Plan presented at the previous month's meeting needed to be approved by the board by early May at the latest. After brief discussion, a vote was taken to approve the plan. **(Konow/Bramblett)** Vote was unanimous.

XII. New Business. (none)

XIII. Adjourn **(Windell/Konow)** Vote was unanimous.

**Next meeting:** 5 PM, May 18, 2017  
Clover Branch Library

Respectfully Submitted,  
Jason Hyatt, on behalf of Sally Goodson, Board Secretary