

Norfolk Public Library
Board of Library Trustees

November 16, 2016

A regular meeting of the Norfolk Public Library Board of Trustees was held on November 16, 2016 at the Norfolk Public Library. In attendance were the following trustees: Kenneth Nelson, Glenn Hill, Acting Library Director Sarina Bluhm, and Friends member Emily Nocodemus. Kenneth Nelson called the meeting to order at 6:16 pm.

Approval of Minutes

The minutes of the October 26, 2016 meeting were approved.

Public Comment

There was no public comment.

Director's Report

Sarina Bluhm reported the MBLC state certification was received. Three candidates have been interviewed for the weekend circulation desk position. A new hire will be in place for the first weekend in December.

Friends Report

Emily Nicodemus reported the library Public Service Announcement was posted to the Friends website. The Friends held a discussion was held on museum passes, where certain passes may be dropped due to low usage. A new brochure describing museum passes was developed, and will be posted to the Friends website. Hard copies will be printed and made available in the library. The membership envelope was redesigned, and the Jeanne D. Hill plaque will be discontinued. The Book and Bake Sale will be held on April 21 and 22, 2017.

Old Business

Kenneth Nelson met with Library Director Bluhm on the matter of tuition reimbursement. It was reported to the Board of Trustees that \$7200 had been identified from the LIG/MEG funding, which could be made available for tuition reimbursement. The Board voted 2-0 to fund tuition reimbursement for the current fiscal year, in an amount up to 90% of tuition paid out, not to exceed \$7200.

New Business

The Electronic Services Policy was reviewed and approved with changes.

The "About the Board of Library Trustees" 1-Page, and the Meeting Room Use for Non-Library Sponsored Events Policy will be emailed for annual review.

Next Meeting

The next meeting of the Trustees shall be held on December 21, 2016 at 6:15 PM in the Norfolk Public Library.

Adjournment

The meeting adjourned at 6:35 pm.



True copy respectfully submitted, Glenn Hill, Clerk