

**AUSTIN PUBLIC LIBRARY BOARD MEETING**  
**January 11, 2016; 4:15 p.m.**

Chair Julie Schramek called the regular meeting of the Austin Public Library Board to order at 4:15 p.m., on Monday, January 11, 2016, at the Austin Public Library.

**PRESENT:** Julie Schramek, Sally Baker, Melissa Bonorden, Barry Irish, Jodi Krueger, Alex Mayfield, Kristen Olson

**ALSO PRESENT:** Steve King, Tony Bennett, Ann Hokanson, Sara Steinhoff

**ABSENT:** Nathan Annis, Gene Muchow

**AGENDA:**

Sally Baker moved to approve the agenda as presented; Barry Irish seconded. Carried.

**WELCOME & APPOINTMENT OF OFFICERS/COMMITTEE MEMBERS:**

The board made no changes to officers for 2016. Chair Julie Schramek appointed Kristen Olson as chair of the Building & Grounds Committee.

**MINUTES:**

A motion was made by Barry Irish, seconded by Sally Baker, to approve the December 14, 2015, minutes as presented. Carried.

**BILLS:**

Sally Baker noted a sizeable difference in the amount budgeted for revenue from delinquent property taxes (\$25,000) versus the actual amount received (\$39,000). Ann Hokanson advised the budgeted amount is a rough estimate, as there is no way to predict the amount of delinquent taxes that will be paid each year. When delinquent taxes are paid, she explained, the library receives the portion it would have gotten when the taxes were originally due.

Sally Baker inquired about the expenses for advertising costs, since the amount budgeted from City funds is zero dollars. Ann advised that the library does advertise its services and special programs frequently, and those expenses are paid from gifts and memorials money.

Sally Baker asked about the expense for movie licensing. Ann Hokanson explained the library pays an annual fee for the rights to show movies publicly.

A motion was made by Sally Baker, seconded by Barry Irish, to approve the November 2015 expenditures. Carried unanimously by roll-call vote.

**POLICY REVIEW/REVISIONS:**

**Art and Non-Collection Materials Policy Statement and Gift Policy**

Ann Hokanson advised there were no proposed changes for either of the two policies scheduled for review.

Barry Irish moved to approve the Art and Non-Collection Materials Policy Statement and the Gift Policy as presented; Jodi Krueger seconded. Motion carried.

**DIRECTOR'S REPORT:**

Ann Hokanson presented board members with a written report of library events, staff activities, and other updates from the previous month.

### **“Check Out the Internet” Grant Project**

Ann Hokanson advised the library received a grant from the Hormel Foundation for the “Check Out the Internet” project, which allowed the purchase of 25 mobile hotspots, as well as data service for the devices for three years. She noted the primary purpose of the project is to provide access to home internet use for families with students, but anticipates the service will also be used by patrons who are traveling, patrons deciding whether or not they want to subscribe for home internet service, and those engaged in job searches. Ann advised a brief survey will be required for patrons upon checkout of the devices for tracking purposes, and a waiver must be signed regarding use of the internet. The devices are only available for checkout to adults, age 18 and over, she noted.

Ann went on to explain phase two of the project was purchase of ten Google Chromebook netbooks, which have been purchased with Gifts & Memorials funds, to further enable families and other patrons to access the internet from home. Barry Irish inquired as to the cost of the devices in case of loss, theft or damage. Ann advised the replacement cost to be assessed for a lost or damaged hotspot device or Chromebook is \$200.

Jake Fejedelem, Technology Librarian, demonstrated use of the hotspots and Chromebooks for the board and answered questions regarding signal reception and usage area, as well as providing information regarding the check-out and check-in procedures for the devices.

### **Acquisitions Module in Horizon System**

Ann Hokanson advised Julie Clinefelter, Technical Services Librarian, who is heading up the work group for utilization of the Horizon system’s acquisitions module, will provide an update on this project at the February board meeting.

### **Re-Carpeting of Main Library Area**

Ann Hokanson reported the process of gathering bids for re-carpeting the main library area has begun and requested the Building and Grounds Committee schedule a meeting to discuss the project. Committee members set a meeting for 3:30 p.m., on February 8, 2016.

### **SELCO REPORT:**

Sally Baker noted the SELCO Annual Report has been released.

**OTHER BUSINESS:** None.

### **DECEMBER 2015 GIFT REPORT:**

A motion was made by Barry Irish, seconded by Alex Mayfield, to approve the December 2015 gift report. Carried.

**CITIZEN COMMENTS:** None.

**BOARD COMMENTS:** None.

### **ADJOURNMENT:**

Motion to adjourn made by Barry Irish at 4:50 p.m., Kristen Olson seconded. Carried.

Respectfully submitted,  
Sara Steinhoff, Recording Secretary

**NEXT BOARD MEETING**  
**Monday, February 8, 2016, 4:15 p.m.**