Meeting began at 4:08 p.m. in the Library Board Room.

I. Welcome - Chairperson Rebecca Burton
   A. Approval of Minutes - Elizabeth made a motion to approve the September 13, 2017 minutes. Jen seconded the motion. The vote was unanimous to approve the September 13, 2017 minutes.

II. Library Director’s Report - Gene Nelson
   A. Calendar Items for Board - A calendar was handed out. Feb 3 - Book Sale, Feb 9 - Valentine’s Ball, Feb 20 - Best of Books of 2017, Feb 21 - AuthorLink with Courtney Alameda, March 2-3 - Fairy Tea
   B. Board - Chris Clark sent Gene an email to resign from the Board due to his physical condition. We are missing three people from the Board. Names have been submitted to Mayor Curtis, but he felt that it would be better for the new mayor to decide. Mayor Kafusi has been very busy, so it may be a few months before we get our new board members. David Harding will need to be released; he is now a vice-chair and will have a conflicting meeting.
   C. Building - we are close to completing our carpeting project. We took the shelving from the teen corner, and switched it with the A/V shelves. Today is the deadline for the bids for the new A/V room.

III. Action Items
   A. Proposed Fee Increase on Small Meeting Rooms - Three years ago, we raised the fee to the Ballroom for private and non-profit events. We have just done a fee comparison study for the small rooms. Our fees have been structured to cover the cost of Dave and his staff and basic repairs. Non-Profit groups with open meetings can get two small meeting rooms for free each month; they pay a refundable deposit. Non-Profit groups that are doing a fund raiser or charging admission is our second tier. The third tier is for our private or commercial use. These three tiers have worked very well for us. It is difficult to find comparable costs to the spaces that we provide. Hotels have some, but they charge for every piece of equipment of use, and you are not able to bring in any food or drink. The prices that we are suggesting, is just a little bit lower than what you can find elsewhere. Ninety percent of our revenue comes from the Ballroom. Our cost of business has gone up in the last 16 years. You can see the different fees from 2017, these are based on three hours. Current bookings will be grand fathered in. We propose that these charges take place on March 1, 2018. Dannielle made a motion to increase the fees on March 1, 2018. Teri seconded the motion. The vote was unanimous.
   
   B. Proposed Limited Access Library Card - In the past, we had large lines to use our computers. Now that we have bolstered our internet, patrons can bring their own
computers and use our internet. This new proposal is to allow anyone to use our computers for two hours a day if they have a photo identification. All of our computers have filters on them. Gene would like to add under distribution that this card will expire after one year, and then they would need to reapply. We would just like to make sure that the people who need a computer will have access to a computer. Elizabeth asked about those who do not have a photo ID, and Ann-Marie said they could still use the computers for a $1 fee. We would have to order cards, so this couldn’t take effect for about a month. Teri made a motion to approve, and Jen made a second motion. The vote was unanimous.

IV. Discussion Items
   A. None

Meeting adjourned at 4:53 p.m.

Next Meeting Wednesday, March 14, 2018 @ 4:00 pm.
Submitted by Cindy Roe