

MINUTES OF THE LEBANON PUBLIC LIBRARY BOARD OF TRUSTEES
JUNE 27, 2007

Vice President, Linda Jones, conducted the meeting. Members present were Linda Jones, Jane Myers, Kandi Caldwell, David Koehler, and Marsha Truitt. Members not able to attend were Sharon Wood and Jon Nixon. Also attending were Dan Sulkoske, Kramer, Inc., and David Truitt, Board Attorney. In the audience were Huck Lewis, Mark Applegate, and Charles Eaton.

A Resolution to Pay Bills on Time was read. David Koehler made the motion to accept and Jane Myers gave the second.

Under Correspondence, we received a note from the Symphony at Sunset Board. We also received a note from the Library Staff thanking the Board for the inservice day. Memorials, honors and donations were shared.

The Secretary's Report was shared. Kandi Caldwell made the motion and David Koehler gave the second to approve the minutes.

Claims were shared. Kandi Caldwell made the motion and Marsha Truitt gave the second to pay claims 6548-6936. Jane Myers abstained from voting.

Several policies were read for the first time, including the Sugar Bowl Public Use, the Community Service Policy, and the Written Reprimand Policy.

The Administrative Policy was read. Marsha Truitt made the motion and Linda Jones gave the second to approve the policy.

The Technology Plan was read. Jane Myers made the motion and Kandi Caldwell gave the second to approve the plan.

The Collection Development Policy was read. Marsha Truitt made the motion and Kandi Caldwell gave the second to approve the plan.

The Purchasing Policy was read. David Koehler made the motion and Kandi Caldwell gave the second to approve the plan.

The Sexual Harassment Policy was read. Jane Myers made the motion and Kandi Caldwell gave the second to approve the plan.

The Library Customer Code of Conduct Policy was read. Kandi Caldwell made the motion and Marsha Truitt gave the second.

The Investment Policy was read. David Koehler made the motion and Linda Jones gave the second to approve the plan.

The Internet Position Statement and Internet Policy was read. Marsha Truitt made the motion and Kandi Caldwell gave the second to approve the policy.

The Gift Policy was read. Jane Myers made the motion and Linda Jones gave the second to approve the policy.

The Material Pricing Policy was read. Marsha Truitt made the motion and Jane Myers gave the second to approve the policy.

The Library Confidentiality Policy was read. Jane Myers made the motion and Kandi Caldwell gave the second to approve the policy.

Dan Sulkoske gave the building update. The painting of the Carnegie section is ongoing, but the front will be done by the 4th of July. The third floor renovation is on schedule. The architects have been unresponsive and there is an issue with the toilets. OMS has been unresponsive on the boiler issues.

We have received a letter from IDEM about the hazardous materials under the North parking lot area. Capital came back with a proposal of \$18,425. Alt & Witzig came back with a proposal of \$15,000. David Koehler made the motion and Jane Myers gave the second to hire Alt & Witzig.

There is a problem with the elevator.

Jane Myers made the motion and Kandi Caldwell gave the second to adjourn the meeting.

The next meeting will be Wednesday, August 29, at 4:00 p.m.

Marsha Truitt, Secretary

Sharon Wood, President