

**CITY OF AZTEC - LIBRARY
LIBRARY ADVISORY BOARD(LAB) MEETING**

March 7, 2012 - 5:40 PM

Qinqin Schoser, Presiding President – Conducting

Members and Library Staff Present: Qinqin Schoser, Sherry Magee, Helen Root, Lynne Spence, Jim Crowley, commission representative, and Sabrina Hood, librarian.

Guests Present: Charles Combs and Ellen Jensen.

CALL TO ORDER at 5:30 pm

APPROVAL OF MINUTES OF PREVIOUS MEETING

Helen Root moved we approve the minutes and Qinqin seconded the motion. Motion passed. Helen Root moved we approve the work session minutes and Qinqin seconded the motion. Motion passed.

II. Approval of agenda

Qinqin moved we approve the agenda and Lynne seconded. Motion passed.

III. Introduction of Guest

- Board members, Sabrina, and Jim introduced themselves to the new board member advisory applicants; Charles Combs and Ellen Jensen.

OLD BUSINESS:

- Patron concern-Follow up
 - A letter was sent to the patron to address his concerns. The patron was reassured his concerns were being addressed and was asked to address his concerns to the library staff and let them handle the situation instead of dealing with it themselves.
 - Memorandum of Understanding- Bloomfield Public Library: section three was added and Bloomfield needs to approve it before Aztec Commission approves it. Bloomfield has until Thursday, March 8, 2012 to approve the changes. No action was needed by the board.

VI. New Business

- Both library board applicants were given the opportunity to share their interest in serving on the board and for the board to ask questions.
 - Qinqin moved we accept Charles Comb as our new board member. Helen Root seconded and the motion passed.
- Internet Use Policy for Approval
 - Qinqin suggested a statement be added to the web site concerning the use of individual patron's lap tops that they should follow all the policies that apply to the library's Internet policy use.

- Sherry moved we approve the Internet Use Policy. Qinqin seconded the motion. Motion passed.
- **Review Patron Code of Conduct:**
 - Qinqin suggested the board review the policies for Patrons and Unattended Children Policy; in two weeks send comments to Wednesday, March 21, 2012 and she will give them to Sabrina.

VII. Librarian's Report

Helen moved we adjourn the meeting and Qinqin seconded it. Motion passed.

Meeting adjourned 7:20 pm. Next meeting will be Wednesday, May 2, 2012.


President's Signature


Secretary's Signature