

Antigo Public Library
Policy Committee Meeting
September 24, 2019
Minutes

Attendance: Perkins, Rebstock and Shestak Also attending: Dominic Frandrup, Director and Maria Pregler, Assistant Director

Shestak called the meeting to order at 5:20 p.m.

Rebstock moved to approve the minutes of the June 25, 2019 meeting. Perkins seconded. Carried.

Display Policy and Form – First reading

Frandrup explained that a section has been added to explain that any patron interested in using the display cases should have a library card in good standing. He further explained that staff members are not responsible for setting up or taking down any displays. Frandrup also explained that any items displayed on our public bulletin boards may not exceed a legal sized sheet of paper due to limited space. Rebstock moved to approve the Facility Use Policy for a second reading. Perkins seconded. Carried.

Facility Use Policy and Meeting Room Reservation Form – Second reading

Shestak noted that the policy and the Meeting Room Reservation Form guidelines do not match, as the policy states no reservations can be made to exceed six months, but the Meeting Room Reservation Form states 12 months. Frandrup stated he would fix the policy to state 12 months. Frandrup explained that due to a number of groups ignoring our closing time, a clause has been added to the policy that states groups who extend their meeting past 8 p.m. will be charged \$50 per every 15 minutes. Rebstock suggested warning the groups that the library is closing; Pregler stated the closing announcement has been blatantly ignored. Rebstock moved to present the Facility Use and Meeting Room Reservation Form to the full board. Perkins seconded. Carried.

Computer Use Policy – Second reading

Frandrup stated no other changes were made to the Computer Use Policy. Rebstock moved to present the Computer Use Policy to the full board. Perkins seconded. Carried

Circulation Policy – First reading

Frandrup stated the circulation of magazines to other libraries has been added to the policy, and the word fines has been changed to extended use fees. Perkins moved to approve the Circulation Policy for a second reading. Rebstock seconded. Carried.

Rebstock moved to adjourn meeting. Perkins seconded. The meeting was adjourned at 5:30 P.M.

Respectfully submitted,

Maria Pregler
Assistant Director