



## Library Board Program/Policy Committee Meeting Summary February 10, 2011

Library Board . Brandi Brown . Caitlin Cahill . Holly Guncheon . Sandy Johnson . Jill Joseph . Claudia Kelly . Kathleen Lamb . John Pacheco . Gary Thaden . Therese VanBlarcom

**Attendees** Committee members: chair Claudia Kelly, Brandi Brown, Caitlin Cahill, Holly Guncheon; Library Board member Jill Joseph; staff Judith Friedrich, Janet Mills, Gail Mueller Schultz, Bill Rodgers and Char Sohlberg

### Welcome and approvals

Chair Claudia Kelly called the meeting to order at 3:14 p.m. and welcomed attendees. Caitlin Cahill made a motion to approve the agenda; at the request of the chair as suggested by Ms. Friedrich, the Program/Policy Committee 2011 work plan was added to the agenda. Holly Guncheon seconded the motion to approve the agenda as amended. Motion passed.

**Public comment** No public comment

### Unfinished business

- LB 21: Fee and Fine Policy. After reviewing the discussion held in January, Ms. Guncheon made a motion to move the Draft Fee and Fine Policy to the full Library Board on Feb. 23, 2011 for a first read; motion was seconded by Ms. Cahill. Motion passed.
- LB 9: Donation Policy. Committee members reviewed the draft (which includes information on works of art) and Ms. Friedrich asked for feedback. Committee discussion followed and feedback was provided. Members asked staff to provide clarification at the March meeting on accepting donations made directly to the library from the public, naming rights and the impact diversifying funding resources could have on this policy.
- Minors' use of the library and access to collection. Staff shared interpretations of the Library Bill of Rights adopted by the American Library Association (ALA) council on, "Free access to libraries for minors" and "Access for children and young adults to non-print material." Following discussion, committee members recognized the need for "stand-alone" policies on both topics. Ms. Friedrich indicated she would modify the documents to the current HCL policy format. Committee members indicated it was not necessary for them to review the new policies further. Ms. Guncheon made a motion to move two new draft policies on minors' use of the library and access to the collection to the full Library Board on Feb. 23, 2011 for a first read; motion was seconded by Ms. Cahill. Motion passed.
- Program/Policy Committee 2011 Work Plan. Ms. Friedrich provided an overview of committee work scheduled in 2011, noting this will also be presented at the full Board meeting in February. She noted work will continue on the collection policy and anticipated the next policy that may warrant broader, full Board discussion may be, "Data Privacy." A well-known, nationally recognized speaker with a legal and library background may address the Library Board and provide staff training in May 2011. Details are forthcoming.
- LB 1: Collection Development & Management Policy. A suggestion was received from a Board member to move the work on the collection policy to the full Library Board. Following discussion, attendees expressed a desire to continue the established committee work as previously determined by the full Library Board, chair Claudia Kelly indicated she would provide a committee report on Feb. 23. Resource Services Division Manager Bill Rodgers spoke about the policy drafted by Collection Manager Gail Mueller Schultz. Discussion followed and included topics such as 1) special collections and the need to refine the policy in that section which may be considered unique; 2) the value of accessibility vs. ownership; 3) recognition of items of significance that speak to the region's cultural heritage—do they also define the collection and if so, should this be included in the overall HCL mission statement; and 4) the need for a collection "value statement" from the Board. The "guiding principles" document developed prior to the consolidation will be reviewed by the committee in March.

### Next meeting

Due to schedule conflicts, the next meeting of the Library Board Program/Policy committee was changed to Thurs., March 3, 3-4:30 p.m. at Ridgedale Library, Room 172 (street level), Minnetonka 55305.

### Adjourn

Ms. Cahill made a motion to adjourn the meeting at 4:57 p.m. which was seconded by Ms. Guncheon. Motion passed.

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