Jane B. Holmes
Helena Public Library
Board Meeting

Meeting Date: September 26, 2024
Submitted by: Ginger Klein, Secretary
Attendance: P=Present A=Absent
Minutes Approved:

P	Mr. Brian Peters, Chair	P	Mr. Dan Dearing (Library Director)
P	Mrs. Karen Scott	P	Mrs. Laura Joseph (City Council Representative)
A	Dr. Michelle Wilson	P	Ms. Nancy Farris
P	Mrs. Ginger Klein	P	Ms. Tracy Arnold (Library employee)

The meeting was called to order at 4:30pm by Mr. Brian Peters. Dr. Wilson was absent from the meeting. The remaining board members were present so there was a quorum.

Mr. Peters asked for any corrections or additions to the minutes from the July 11, 2024 meeting. No corrections/additions were noted. A motion was made by Ms. Farris to approve the July meeting minutes. The motion was seconded by Mrs. Klein. All board members unanimously voted to approve the minutes from July 11, 2024.

New Business:

1. Mr. Dearing provided the Library Report. Key points from his report included:
    a. The replacement of the long grid shelving "island" with traditional book shelves has been completed. This has opened up the space and provided a cleaner and more contemporary look. The patrons seem to approve.
    b. The Library Book Sale will be held October 17-19, 2024. Other notable events on the October calendar include: Storytime each Tuesday and Thursday at 11am, Friends of the Library meeting at 5:45pm on the 1st, rock painting for teens at 5:30pm on the 7th, an adult program about Alzheimer's and Dementia at 5:45pm on the 10th, LEGO fun at 5:30pm on

the 21st, BINGO for seniors at 10:30am on the 23rd, and a spider craft for children at 5:30pm on the 28th. The library will be closed from October 11th through the 14th for maintenance and Columbus Day.

c. Mrs. Klein had talked to Mr. Dearing about the possibility of installing a Story Walk at Joe Tucker Park after having seen a permanent installation at Aldridge Gardens. It is in the brainstorming phase and staff will research how it could be done, ways to fund it, and talk with the city about the feasibility of the project. Mrs. Joseph indicated that it could possibly be covered by a grant. Another possibility is that it could be an Eagle Scout Project. Mr. Dearing will keep the Board updated.

d. Mr. Dearing reported that the library staff is very busy finishing up the fiscal year. They will be doing the necessary filing and updates to begin the 2024-2025 fiscal year.

2. Policy Review.

   a. Mr. Dearing received an email from Dr. Nancy Pack, Director of the Alabama Public Library Service, on September 3, 2024 detailing how to send in revised policies for Supplemental State Aid. The procedure included having library boards meet with their director to develop revised policies which meet the Alabama Public Library Administrative Code changes. Mr. Dearing received policy documents from the Harrison Regional Library (our library system headquarters) which had been revised on August 23, 2024 and adopted by them on September 3, 2024. These documents include: Collection Development Policy, Display Policy, Purchases to American Library Association Policy, and Public Relations Policy. Mr. Dearing wanted the Board to consider adopting their policies as our own to expedite matters and to ensure that we are meeting the requirements to obtain State Aid. Mrs. Klein inquired whether we would be doing away with our own recently revised Request for Reconsideration of Library Materials document if we adopted the Harrison Regional Library's Collection Development Policy since that is Appendix C of the document. After discussion, Mrs. Klein made a motion to adopt the Harrison Regional Library's Collection Development Policy, Display Policy, Purchases to American Library Association Policy, and Public Relations Policy for use at the Jane B. Holmes (Helena) Public Library. Ms. Scott seconded. The Board voted unanimously to approve the documents. Ms. Scott volunteered to revise the documents where necessary to include the name of our library. Mr. Dearing was going to forward them to her after the meeting so that she could provide the revised documents before the next morning when Mr. Dearing and Mr. Peters were going to take them to be notarized and mailed to Montgomery.

b. The Board also discussed the Helena Library Board Bylaws versus the Harrison Regional Library Bylaws. It was decided to keep our existing bylaws rather than adopting theirs because their bylaws are more stringent than required for our needs. Additionally, our bylaws are more in keeping with how we function.

3. Mr. Dearing provided the Grant Review.
   a. Senator April Weaver provided the library with a $10,000 grant. Mr. Dearing welcomed any input about how to spend the grant. He feels that purchasing new library books should be prioritized based on patron input. Additional shelving to replace the current display for paperbacks and new releases is another option. He said the costs of the additional shelving would be around $5,000. Mrs. Klein asked if more HotSpots were needed. Mr. Dearing stated that he felt they had an adequate supply. Ms. Scott inquired about providing WiFi that extended beyond the reach of the library building. Ms. Arnold stated that the library's WiFi already extends to cover the parking areas around the library. Another suggestion included possibly adding tables, benches, and umbrellas to the grassy area in front of the library. Mrs. Joseph stated that she would reach out to Senator Weaver and ask if she had any specific requests for the use of the grant.
   b. Vulcan Materials typically provides a $1,000 grant but Mr. Dearing has not heard from them yet. He will call or email them soon to follow-up. If the money is received it would likely be used for books and other resources about business, career opportunities and training, and computers/technology for adults.
   c. Representative Kenneth Paschal had provided a $3,500 grant which the Board already approved to be used to purchase two shelving units. They are currently in the process of placing that order.
   d. Representative Russell Bedsole provided a $5,000 grant, almost $3,500 of which was already spent on the new shelving units that have been installed. The remaining $1,500 will be used to update Adult Non-Fiction including biographies.
   e. Representative Leigh Hulsey provided a grant for $3,006. The idea is to use these funds on books for Juvenile Fiction and Non-Fiction to include history, weather, arts and crafts, farm life, farm to table, nutrition, health, and exercise.
   f. Representative Arnold Mooney provided a grant for $2,500 and requested the funds be used for children in the community. Therefore, new and replacement picture books will be purchased.
   g. Universal Studios sent a check for $1,000 to honor Ladarrion Williams. Mr. Dearing had suggested using the funds to update the Classics section or

purchase books about becoming an author or other career paths. Ms. Scott has read his book and suggested that a more appropriate use of funds to honor him would be to purchase more diverse books. For example, books written by black authors or that feature black characters as protagonists or heroes. Ms. Scott also suggested reaching out and inviting Mr. Williams to visit the library for a book signing. Mr. Dearing said they will look into it.

Old Business:

1. Required Document Review.
    a. There were no documents to review other than those mentioned above.

2. Upcoming Board Meeting Dates.
    a. The next meeting is set for December 5th, 2024 at 4:30pm.

3. No one from the public was present, so there were no public comments.

Mr. Peters asked for a motion to adjourn. A motion was made by Ms. Scott to adjourn and was seconded by Ms. Farris. The HPL voted unanimously to adjourn the meeting at 5:27pm.