

**Lodi Woman's Club Public Library**  
**Meeting Minutes: February 17, 2020**

1. PRESENT: Smith-Gallagher, Jelinek, Gajek, Groves Lloyd, Hunt, Clark  
ABSENT: Heskin, Griffin, Zavoral                      ALSO PRESENT: Alex LeClair
2. DESK STAFF REPORT: John cleaned out reference vault. Becky working on art on the trail project. Jodi working on trace reports and kid toy bags.
3. DIRECTORS REPORT: 2019 desk receipts totaled \$8042. 4,874 circulation. Security equipment installed but not active until approved by SCLS. Podcast project going well. Library Legislative Day was Tuesday, February 11<sup>th</sup>. No current microfilm reader. Masonic Fish Fry fundraiser on Friday, March 13<sup>th</sup>. New carpet was installed. Looking at smart TV versus projection screen.
4. MINUTES FROM JANUARY 13, 2020 MEETING: Groves Lloyd name corrected on agenda item 1 and agenda 9. Motion Smith-Gallagher, second Gajek to approve minutes from the January 13, 2020 meeting. Motion passed.
5. PRESIDENTS REPORT: Working on updated Employee Handbook through the City Council.
6. FRIENDS REPORT: Board approved \$10k to the library for summer library reading program. Membership committee meeting scheduled for March 18<sup>th</sup>
7. ANNUAL REPORT APPROVAL: Motion Hunt, second Clark to approve the annual report. Motion passed.
8. FINE FREE: Discussed going fine free but attaching a fee to the outer library checkouts to recoup the cost that the library incurs. Motion Clark, second Jelinek to approve going fine free with written guidelines at a later date. Motion passed.
9. PLAQUE IN GARDEN AND NAMING RIGHTS: Subcommittee formed to draft naming rights policy/guidelines
10. STRATEGIC PLANNING: Recommend using SCLS for strategic planning. Alex to schedule the first visit with the board.
11. ADJOURNMENT: Motion Smith-Gallagher, second Hunt to adjourn at 6:50pm. Motion passed.

Respectfully submitted,  
Christina Smith-Gallagher, Secretary