

Brighton District Library  
Board of Directors Committee Meeting  
December 5, 2017

CALL TO ORDER: President Poppy called the meeting to order at 7:33 p.m.

ATTENDANCE: Trustees: President Kathryn Poppy, Jordan Genso, Patrick McDonald, Arla McPeek, Jim Muzzin, Rich Perlberg and Jane Petrie.

Staff: Cindy Mack, Director and Ed Rutkowski, Assistant Director.

PRESIDENT'S REPORT: Kathryn Poppy thanked the board for their service during her tenure as president.

RESOLUTION 17-0056: Patrick McDonald moved and Jim Muzzin seconded to approve the payment of bills based on the claims dockets in the amount of \$9,674.18 dated 12/05/17. The motion passed.

DIRECTOR'S REPORT:

- The Holiday Open House is December 9.
- Head of Circulation Sandie Schulenburg is resigning. Kristine Kerttu will conduct an exit interview.
- Regarding the recent incident where a patron reported another patron was viewing inappropriate materials on a library computer, the library at an impasse unless something changes. The patron who witnessed the alleged indecent viewing is not returning phone calls. The library cannot give her name to the police to pursue the matter because that would violate her rights according to the Patron Privacy Act. Also, library computer system administrative reports do not include specific web pages viewed on a specific computer. Further, if the case were to go forward anyway and it turns out the witness is mistaken about what she thinks she saw, the library staff and board could be liable for damages. With no proof, no eyewitness and the liability issue, the library's attorney advises us to take no action at this time.
- As a result of the above situation, library management has raised staff awareness about how to respond if patrons visit illicit sites, including tightening up the incident reporting process. Ed Rutkowski is also looking into the possibility of blocking certain images from Google searches.

The board reviewed Director Mack's performance evaluation.

RESOLUTION 17-0057: Rich Perlberg moved and Arla McPeek seconded to accept Director Mack's evaluation as presented. The motion passed.

RESOLUTION 17-0058: Jordan Genso moved and Jim Muzzin seconded a 3% raise for Director Mack effective when other staff raises go into effect [beginning with pay period Dec. 10-23.]

ADJOURNMENT: Jordan Genso moved and Jim Muzzin seconded the meeting be adjourned. The motion carried. The meeting adjourned at 8:55 p.m.

Respectfully submitted,

Arla McPeek  
Secretary, BDL Board of Trustees