

Steering Notes for March 15, 2023

The topics brought up for this meeting is as follows.

1. Drug use still high after cleaning of Barkman. What can we do to help this problem become less of a problem?

Sherri has spoken with the other libraries that have closed do to the issue of drugs. They are either still closed to do a major fix with venting issues and the other is doing a cleaning of their branches. We were lucky and got a break in not only the testing but also the cleaning. It is known that cold weather will bring more incidents into the building. Some solutions mentioned were to have only one person at a time in the bathroom. No bags and to continue to monitor time. Keep track of the person who goes into the restroom and note what they look like and what is being worn. Report any issue. They are looking into sensor that will let us know if a vapor or mist is happening in the restroom and this will be connected to the camera outside the restroom which will start filming when the sensor goes off. The Board of Trustees and Sherri are keeping an eye on the issue as well as the Barkman Branch.

2. Insurance for drivers of Library vehicle. This isn't very clear. Whomever is driving for the Library is covered under the library insurance policy. This is if they are driving a library owned vehicle. If they are driving their own vehicle the driver's insurance is the primary insurance and then the library insurance will be the secondary insurance. All library drivers have to be approved. If the driver has had a change they need to let them ASAP. Side note: A new truck has been purchased. Use of the truck is as such. 1. Security float. 2. Beulah outreach. 3. Facilities. 4. Sign up for use when truck is not being used for anything else.

3. More desk tops needed in the adult area. Issue of Pornography in the youth area computers.

The second floor has 4 desk tops in the adult area, 5 in the youth area and 2 in the teen area. When the desk tops are being used in the adult area they are sent into the areas. There has been an issue with an adult being seen view porn on the computer. What can we do. The filters don't seem to working and the computer in this area are hard to be seen. Can there be more desk top put into the adult area. Also the plastic divider is too tall for staff to see what is going on. Can this be taken down or at least shortened. No more desk tops will be added and in fact more lap tops or chrome books are coming to be used. Good news is that we are trying to figure out a way to put windows on the chrome books. Hasn't happened yet but working on it. Filter upgrade is coming soon and patrons will have to ask to the filter removed if they need it. Question was asked if they are in the children do we have to remove the filter in that area or if we can tell them to go the adult area? It is possible to try to lower the plastic divider but it probably will not be removed due to privacy of the copy machine.

4. GHV problems with bibliotheca.

This is more of a notice instead of a fix. Greenhorn is having communication issue with the company. The machine has been down for over a month with no one has contacted them. They did just get an email that a part was ordered but no one has come out to the branch to see what is wrong. How do they know what to order?

5. New facilitator and recorder

It is time to have a new facilitator and recorder. This changes every quarter. No one has volunteer so next month we will figure

out a new way to get these roles filled. Maybe by branch or something like that.

6. Term of service

Sherri would like to know how long each person wants to serves. 1-year term, 2-year term or a 3-year term. She would like it to alternate so not everyone is new at the same time. We are to let her know.