

*Robert A. Fahr Watervliet Public Library (RAFWPL)  
Board of Trustees (BOT) Meeting Minutes – November 17, 2021*

**Attendees:** Dave Wheatley, Tracy Wheatley, Amanda Delap, Mike Delap, Pradip Ganesan, Debbie Scott, Kevin Moran

**Hotspots:** A resident has had a hotspot since September 15<sup>th</sup>; it has since been returned with an explanation as to where it was.

**Fine Free:** The director updated the board with more information regarding this program. Past fines cannot be wiped clean; the library can also determine if there are too many fines on a patron's card, the library can choose to decline to lend items. The library will look to put this in place on December 1<sup>st</sup>.

**Phone System:** The library will have a new phone system installed in the near future, with the capability of caller ID for incoming calls.

**Electrical Signage Board:** The outlet was installed on one of the posts giving the option of running electric outside for events.

**Cleaning:** With the library up and running again full time, the cleaners will be coming in twice a week again to fulfill duties.

**Purchase:** The director will look at purchasing a new TV for the main patron space in the library.

**Budget:** The board has reviewed a proposed budget for 2022. The director will be looking to apply for some grants. The board is also reviewing the salaries for staff.

**E-Book Advantage:** The director explained how this worked to the board. If the library purchases an e-book, patrons of RAF Watervliet Public Library will have first 'rights' to these e-books. The director is working with UHLS to obtain these books.

**Scholarships:** The board will once again be awarding scholarships to students in June.

**Holiday Hours:** *Thanksgiving week: closed Thursday – Saturday. Reopen Monday.*

*Christmas: closed 12/24, 12/25 and 12/27*

*New Year's: closed 12/31 and 1/1*

**Technology:** Laptops and wi-fi issues have been cropping up. Help will be brought in to look at these issues. The domain that was purchased for the library is not up and running as of yet but should be in the near future.

**Meeting Minutes:** Minutes were reviewed and approved by board; they will be sent to the director for inclusion on the website.

**Next meeting:** The board will meet on December 15<sup>th</sup> at 5:45.