

**Action Minutes**  
**Library Advisory Board Meeting**  
160 W Central Ave, Coolidge, AZ 85128  
March 16, 2017

***Call to Order***

Meeting was called to order by Rod at 6:03 PM

ATTENDED: Kevin Todd  
Ralph Swain  
Olan Williams  
Andrea Hille-Andrews  
Rod Gipson  
Brenda Mitchell

ABSENT: Larry Gallaher

STAFF: Joyce Baker

***Approval of Minutes***

Minutes were distributed. Olan moved that minutes be approved, Ralph seconded it.

***Reports***

Joyce Baker presented the Library Manager's Report.

***Business***

**Discuss Study Room Survey**

The survey results were presented and discussed. Motion made to have the following practices for use of the study room:

1. Room may be reserved for hour-long blocks of time with half-hour extensions provided no one else requests the room.
2. An individual may have no more than two one-hour blocks of time reserved ahead of time.
3. It is recommended to reserve the room at least one week in advance.
4. If an individual reserves the room but fails to show up on time, the room may be forfeited after ten minutes.

**Update on Library Expansion**

Joyce provided an update on building expansion.

**Summary of Budget Process**

Joyce provided an update on the upcoming budget.

**Discuss statistical data gathered from surrounding libraries**

Statistical data from area libraries presented and discussed.

**Update on Summer Reading Program plans**

Summer reading program highlights were discussed.

**Discussion of any proposed service changes**

No discussion.

***Call to Board***

Nothing to report.

***Call to the Public***

No members of the public were present.

Next Meeting Date: May 18, 2017, 6:00 PM

***Adjournment***

Rod moved the meeting be adjourned at 7:25 pm with Brenda as second. Meeting was adjourned.