

**Library Committee Meeting Minutes: 12/6/2019, 8:30 AM**

**Attendees:** Beth Jones, David Chevalier, Meghan Crews, Annliss Jordan, Patrice Pierce (called in), Megan Scruggs **Absent:** John Giebfried

**Agenda:** Review library policy.

1. Conduct Policy: Read and approved unanimously.
2. Heritage Room Policy: Read and approved unanimously.
3. Study Room Policy: Read and approved unanimously.
4. Weeding Policy: Committee members wonder what happens to weeded books? The USG requires that we must surplus them. This library has bought items surplus from other institutions in the past. Policy is approved unanimously.
5. Circulation Policy: Read. Megan Scruggs questions if fees are attributed to patron accounts with lost items. Confirmed, but fees are waived if the item is returned in good condition. Our lost item replacement fee is much less than other institutions. Policy is approved unanimously.
6. Collection Development Policy: Read. Book budget is discussed. Beth Jones explains that the amount spent on books per year fluctuates due to the nature of the library budget. Policy is approved unanimously.
7. Community Patron Policy: Read and approved unanimously.

All policies are approved unanimously. Call for further business. No further business. Meeting is adjourned.