

Rabun County Public Library Bylaws Committee Agenda

June 24 at 1:00 pm

Present: Jan Timms, Helen Gillespie, Kim Lovell, and Dyana Costello Banks

1. Call to Order
 - 1:07 pm
2. Recognition of Visitors
 - No visitors were present
1. Approval of Minutes
 - No minutes to approve
2. Unfinished Business
 - No unfinished business
3. New Business
 - Rewording the Hotspot policy → to include a clause about the same household.
 - i. Hotspot
 1. Service will be suspended after a three-day grace period after the due date.
 2. The patron or household cannot checkout another hotspot for two weeks after the dating service is restored.
 3. The Library reserves the right to refuse service to patrons who abuse equipment or who are repeatedly late in returning electronic devices.
 - Review Organizational flowchart
 - Review Job Descriptions
 - i. Library Manager (page 66)
 - ii. Librarian (page 74)
 - iii. Circulation Supervisor (page 68)
 - iv. Youth Services Coordinator (page 72)
 - v. Senior Library Clerk (page 75)
 - vi. Library Clerk (page 70)
 - Working scheduled time

- Banking time
4. Other Discussions
 - Adding vaping to the policy regarding smoking
 5. Next scheduled meeting: July 11 at 9:30 am

Adjournment Time: _____

Abuse of library hotspots:

Checkout is limited to one per household at any given time. The Library reserves the right to refuse service to patrons who abuse equipment or who are repeatedly late in returning electronic devices.

1. Camas County Public Library
<https://camas.lili.org/about-us/policies/wifi-hotspot-lending-policy/>
Hotspots are available at the Circulation Desk on a first-come, first-served basis. The library reserves the right to refuse service to patrons who abuse equipment or who are repeatedly late in returning materials.
2. Lillie M Evans Library District:
https://lmeilibrary.org/index.php?option=com_content&view=article&id=724&Itemid=27
The Library reserves the right to refuse service to patrons who abuse equipment.
3. Meigs County District Public Library
<https://meigslibrary.org/wifitogo>
Deactivation of service:
Service to the hotspot will be deactivated when it becomes overdue.
4. Dekalb County Public Library
<https://dekalblibrary.org/using-the-library/computers/wireless-hotspots>