

## Elizabeth Titus Memorial Library Board of Trustees Minutes

### 1. Call to Order

- Meeting called to order by: Ann Short (President)
- Meeting Location: ETML Event Room
- Meeting Date: 7-26-2022
- Time of Call to Order: 16:30

### 2. Roll Call

- Officers in Attendance: Ann Short (President), Mike McLaughlin (Treasurer), Erin Wade (Secretary), Nancy Elder (Vice President)
- Trustees in Attendance: Kathie Price, Ellen Feeler, Karen Reed, Kyle Price
- Trustees Absent: Jennifer Love
- City Employees in Attendance: Michelle Nolen (Library Director)

### 3. Review/Approve minutes of previous board meetings (monthly and annual):

- Date of previous minutes: 6-28-22
- Motion made to: Approve Minutes
- Motion made by: Mike McLaughlin
- Motion Seconded by: Kathie Price
- Aye Votes: Ann Short, Mike McLaughlin, Erin Wade, Nancy Elder, Kathie Price, Ellen Feeler, Karen Reed, Kyle Price
- Opposed Votes: None
- Result: Motion Carries

### 4. Approve/Disapprove Treasurer's report and payment of bills:

- Motion made to: Approve Treasurer's report and payment of bills
- Motion made by: Mike McLaughlin
- Motion Seconded by: Karen Reed
- Aye Votes: Ann Short, Mike McLaughlin, Erin Wade, Nancy Elder, Kathie Price, Ellen Feeler, Karen Reed, Kyle Price
- Opposed Votes: None
- Result: Motion Carries

### 5. Public forum acknowledgement:

- None present

6. Librarian's report:

- Presented by: Michelle Nolen (Library Director)

Discussions:

- Summer Reading ends next week with programs Aug 1-4; Rock Springs Frog Music on 8/5
  - 4 Adult Summer Reading Programs have been successful: 42 so far, with 10 signed up for next week.
  - Ag in the Classroom today, no pre-registrations but 12 participants showed up
  - Per Capita Grant Award letter for \$6509.18
  - Metro still hasn't hooked up phone/internet. Keep being told "next week".
  - Amanda is back to PRN, Joey is taking over cleaning and day position
  - State Police examining video footage from 6/6 due to local shooting
  - IPLAR submitted
  - Homeless staying outside library entrance-not any damage, but leaving some trash behind
  - Moultrie County Baby Talk: Cardboard Box Night August 6
  - Moultrie County Genealogical Society: looking to partner with them to do a possible walking tour of the historical sites in Sullivan; leader in Mattoon coming over to talk to MCGS about how they structure theirs (which is a bike ride)
  - Circulation update: checkouts per year starting to get back to where we were before 2020. 2014-2017 was around 50000; 2018 dipped below 45000. 2019 had almost 50000. 2020 dipped to 30000 and we're projected to be over 40000 this year.
- Motion made to: Approve Librarian's Report
  - Motion made by: Nancy Elder
  - Motion Seconded by: Ellen Feeler
  - Aye Votes: Ann Short, Mike McLaughlin, Erin Wade, Nancy Elder, Kathie Price, Ellen Feeler, Karen Reed, Kyle Price
  - Opposed Votes: None
  - Result: Motion Carries

7. Old business:

- None

8. New business:

- a. Approve/Disapprove Continuing Education Policy

- Motion made to: Approve Continuing Education Policy
- Motion made by: Mike McLaughlin
- Motion Seconded by: Nancy Elder
- Aye Votes: Ann Short, Mike McLaughlin, Erin Wade, Nancy Elder, Kathie Price, Ellen Feeler, Karen Reed, Kyle Price
- Opposed Votes: None
- Result: Motion Carries

b. Approve/Disapprove Fax Policy

- Motion made to: Approve Fax Policy
- Motion made by: Mike McLaughlin
- Motion Seconded by: Karen Reed
- Aye Votes: Ann Short, Mike McLaughlin, Erin Wade, Nancy Elder, Kathie Price, Ellen Feeler, Karen Reed, Kyle Price
- Opposed Votes: None
- Result: Motion Carries

9. Other Business and/or Trustee Comments

-None

10. Adjournment:

- Motion made to: Adjourn
- Motion made by: Mike McLaughlin
- Motion Seconded by: Nancy Elder
- Aye Votes: Ann Short, Mike McLaughlin, Erin Wade, Nancy Elder, Kathie Price, Ellen Feeler, Karen Reed, Kyle Price
- Opposed Votes: None
- Result: Motion Carried

Meeting adjourned at: 16:47

These minutes respectfully submitted by:

Erin Wade (Secretary)