

Elizabeth Titus Memorial Library Board of Trustees Minutes

1. Call to Order

- Meeting called to order by: Ann Short (Vice-President)
- Meeting Location: ETML Event Room (social distancing observed)
- Meeting Date: 05-25-2021
- Time of Call to Order: 16:31

2. Roll Call

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

3. Review/Approve minutes of previous board meeting:

- Date of previous minutes: 04-25-2021
- Motion made to: Approve minutes as presented
- Motion made by: Kathy Price
- Motion Seconded by: Lynn Elder
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price,
Ann Short, Jennifer Love, Nancy Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

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

- Motion made to: Approve treasurer's report and payment of bills
- Motion made by: Lynn Elder
- Motion Seconded by: Mike McLaughlin
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price,
Ann Short, Jennifer Love, Nancy Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

5. Approve/Disapprove the revised 2021/2022 fiscal budget:

- Motion made to: Approve the revised 2021/2022 fiscal budget
- Motion made by: Nancy Elder
- Motion Seconded by: Ellen Feeler
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price, Ann Short, Jennifer Love, Nancy Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

6. Public forum acknowledgement:

- None present

7. Librarian's report:

- Presented by: Michelle Nolen (Library Director)
- Discussions:
 - Laura discussed the Summer Reading Program (color themed) carnival on 05-28-21 from 10:00 until 14:00. Several kids will be volunteering to help with running the event. There will be two inflatables, snow-cones, cotton candy, painting with squirt bottles, sign up and register for summer reading is the primary goal. Bookmarks will be handed out to help all participants track progress.
 - Every goal reached for Summer Reading will result in the participant being able to personalize a fabric square which will be all be sewn into a quilt and raffled.
 - The Young Adult group will also be doing a scavenger hunt and stained-glass project.
 - 34 Girl Scouts have earned their STEM badges. The projects the library helped with were robotics and programing Sphero. One of the programing badges was programing to create a spirograph.
 - Kid's playroom has been reopened.
 - Michelle is meeting with the Digital Literacy people this week. They are planning on contributing \$2,500 to the library. We need to find out what the money can be used for (we need four replacement computers).
 - We have an outdoor bench in the lobby that needs to find a permanent home. Looking for locations around the library to have it mounted.
 - Michelle is working on IPLAR (due by end of June). There are going to be several changes to the requirements again. Many of those changes are COVID related.
 - Boiler inspection was passed.
 - The library's new phones are causing several issues and the supplying company (Metro) is being fairly slow to respond to us.

- Motion made to: Approve librarian's report
- Motion made by: Karen Reed
- Motion Seconded by: Lynn Elder
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price, Ann Short, Jennifer Love, Nancy Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

8. Old business:

- No Old Business

9. New business:

9A. Library Mask Policy

- Motion made to: Accept policy as presented
- Motion made by: Nancy Elder
- Motion Seconded by: Lynn Elder
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price, Ann Short, Jennifer Love, Nancy Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

9B. Adjusting fees from the current rate of \$50.00 per year for out of district patrons

- Motion made to: Keep the fees at \$50.00 per year
- Motion made by: Kathy Price
- Motion Seconded by: Lynn Elder
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price, Ann Short, Jennifer Love, Nancy Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

9C. Collection Management Policy

- Motion made to: Accept policy as presented
- Motion made by: Ellen Feeler
- Motion Seconded by: Kathy Price
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price, Ann Short, Jennifer Love, Nancy Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

9D. Emergency Management Policy

- Motion made to: Accept policy as presented
- Motion made by: Mike McLaughlin
- Motion Seconded by: Kathy Price
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price,
Ann Short, Jennifer Love, Nancy Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

10. Adjournment:

- Motion made to: Adjourn
- Motion made by: Lynn Elder
- Motion Seconded by: Mike McLaughlin
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price,
Ann Short, Jennifer Love, Nancy Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

Meeting adjourned at: 17:02

These minutes respectfully submitted by:

Mike McLaughlin (Secretary)

