

## Elizabeth Titus Memorial Library Board of Trustees Minutes

### 1. Call to Order

- Meeting called to order by: Cheri Rich (President)
- Meeting Location: Elizabeth Titus Memorial Library Board Room
- Meeting Date: 07-23-2019
- Time of Call to Order: 16:30

### 2. Roll Call

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

### 3. Review/Approve minutes of previous board meeting:

- Date of previous minutes: 06-25-2019
- Motion made to: Approve minutes as presented
- Motion made by: Ann Short
- Motion Seconded by: Kathy Price
- Aye Votes: Cheri Rich, Mike McLaughlin, Ellen Feeler, Ann Short, Kathy Price
- 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: Cheri Rich, Mike McLaughlin, Ellen Feeler, Ann Short, Kathy Price
- Opposed Votes: None
- Result: Motion Carried

### 5. Public forum acknowledgement:

- None present

6. Librarian's report:

- Presented by: Michelle Nolen (Library Director)

Discussions:

- July 16<sup>th</sup> was a "global rocket launch" to celebrate fifty years after Apollo 11. The library had eighty-eight kids participate, despite the rain.
  - The new sign has power, and the software is expected to be set up within the week.
  - IPLAR was sent off. There were some difficulties with the e-form submission.
  - The library had twenty-five kids sign up for Independence Camp; with nineteen to twenty showing up (on average) each day.
  - Carpets are scheduled to be cleaned in August (on a Sunday).
  - Friday movies are going well. The Preschool is still not attending, which is hurting year over year attendance numbers.
  - Laura and Michelle have been going out to Park Recreation once a week for the library's outreach program.
  - August 5<sup>th</sup> through August 9<sup>th</sup> is the Summer Reading Classes for second through fifth grade students.
  - The guitar class is going very well. The classes were capped at twenty, and the average attendance has been fifteen.
  - Reader's Bridge got some donations (\$2,500) which puts the total at \$4,400.
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- Motion made to: Approve librarian's report
  - Motion made by: Lynn Elder
  - Motion Seconded by: Erin Wade
  - Aye Votes: Cheri Rich, Mike McLaughlin,  
Ellen Feeler, Ann Short,  
Kathy Price
  - Opposed Votes: None
  - Result: Motion Carried

7. Old business:

- No old business discussed.

8. New business:

- \* Jennifer Love was sworn in as a Library Board Trustee.

9. Other business:

- Library Board members need to read chapter 13, and check out the Digital Public Library of America online.
- Over 5,000 people used the library meeting rooms in the last seven months. With the increased usage, people are starting to have to be turned away to use the rooms for events.
- A small third room was been reorganized to accommodate meetings of six to eight people.
- Laptop use and computer use is simply tracked with "hashmarks". Ideas are welcome for better ways to track these usages.

10. Adjournment:

- Motion made to: Adjourn
- Motion made by: Ann Short
- Motion Seconded by: Kathy Price
- Aye Votes: Cheri Rich, Mike McLaughlin,  
Ellen Feeler, Ann Short,  
Kathy Price, Jennifer Love
- Opposed Votes: None
- Result: Motion Carried

Meeting adjourned at: 16:50

These minutes respectfully submitted by:

Mike McLaughlin (Secretary)

