

Elizabeth Titus Memorial Library Board of Trustees Minutes

1. Call to Order

- Meeting called to order by: Erin Wade (President)
- Meeting Location: ETML Event Room (social distancing observed)
- Meeting Date: 07-27-2021
- Time of Call to Order: 16:30

2. Roll Call

- Officers in Attendance: Erin Wade (President), Ann Short (Vice-President), Mike McLaughlin (Secretary), Lynn Elder (Treasurer)
- Trustees in Attendance: Ellen Feeler, Kathy Price, Nancy Elder, Karen Reed, Jennifer Love
- Trustees Absent: None
- City Employees in Attendance: Michelle Nolen (Library Director)

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

- Date of previous minutes: 06-22-2021
- Motion made to: Approve both minutes as presented
- Motion made by: Lynn Elder
- Motion Seconded by: Kathy Price
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price, Erin Wade, Nancy Elder, Ellen Feeler, Lynn Elder, Ann Short, Jennifer Love
- 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: Ellen Feeler
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price, Erin Wade, Nancy Elder, Ellen Feeler, Lynn Elder, Ann Short, Jennifer Love
- Opposed Votes: None
- Result: Motion Carried

5. Public forum acknowledgement:

- None present

6. Librarian's report:

- Presented by: Michelle Nolen (Library Director)
- Discussions:
 - August 6th Douglass Heart will be at the library to "plant a rainbow".
 - Four adult Summer Reading programs in July. Had twenty-five participants.
 - About 18 people attended the book signing.
 - Reader's Bridge had a thousand-dollar donation. Current funds are \$4,800.
 - The library phones are working properly now.
 - Because we have E-Rate Internet provider can't be switched over until after 06-30-2022, if Metro's bid is comparable (speed/bandwidth for the cost).
 - Fax, Storytime, and Security Systems will not be switched over even if a change is made.
 - Staff is attending classes through EIU for broadband internet.
 - Old policies may need reviewed. Policies were divulged, and the ones needed will be formally reviewed and approved at the next few meeting.
- Motion made to: Approve librarian's report
- Motion made by: Ann Short
- Motion Seconded by: Mike McLaughlin
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price, Erin Wade, Nancy Elder, Ellen Feeler, Lynn Elder, Ann Short, Jennifer Love
- Opposed Votes: None
- Result: Motion Carried

7. Old business:

- No Old Business

8. New business:

- 8A. Personnel Policies (City) – No Changes
- Motion made to: Approve Personnel Policy as presented
- Motion made by: Lynn Elder
- Motion Seconded by: Karen Reed
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price, Erin Wade, Nancy Elder, Ellen Feeler, Lynn Elder, Ann Short, Jennifer Love
- Opposed Votes: None
- Result: Motion Carried

- 8B. FOIA Policy – No Changes
- Motion made to: Approve FOIA as presented
- Motion made by: Ellen Feeler
- Motion Seconded by: Ann Short
- Aye Votes: Mike McLaughlin, Karen Reed, Kathy Price, Erin Wade, Nancy Elder, Ellen Feeler, Lynn Elder, Ann Short, Jennifer Love
- Opposed Votes: None
- Result: Motion Carried

9. Adjournment:

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

Meeting adjourned at: 16:49

These minutes respectfully submitted by:

Mike McLaughlin (Secretary)

