

Elizabeth Titus Memorial Library Board of Trustees Minutes

1. Call to Order

- Meeting called to order by: Erin Wade (Secretary/Acting President)
- Meeting Location: ETML Event Room
- Meeting Date: 4-25-2023
- Time of Call to Order: 16:33

2. Roll Call

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

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

- Date of previous minutes: 03-28-23
- Motion made to: Approve Minutes
- Motion made by: Mike McLaughlin
- Motion Seconded by: Kyle Price
- Aye Votes: Nancy Elder, Ellen Feeler, Jennifer Love, Mike McLaughlin, Kathie Price, Kyle Price, Karen Reed, Erin Wade
- Opposed Votes: None
- Result: Motion Carries

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

- Motion made to: Approve Finance Report and payment of bills
- Motion made by: Karen Reed
- Motion Seconded by: Ellen Feeler
- Aye Votes: Nancy Elder, Ellen Feeler, Jennifer Love, Mike McLaughlin, Kathie Price, Kyle Price, Karen Reed, Erin Wade
- Opposed Votes: None
- Result: Motion Carries

Approve/Disapprove Tabling Preliminary FY 23/24 Budget

- Motion made to: Approve Preliminary FY 23/24 Budget
- Motion made by: Mike McLaughlin
- Motion Seconded by: Kyle Price
- Aye Votes: Nancy Elder, Ellen Feeler, Jennifer Love, Mike McLaughlin, Kathie Price, Kyle Price, Karen Reed, Erin Wade
- Opposed Votes: None
- Result: Motion Carries to Table

5. Public forum acknowledgement:

- None present

6. Librarian's report:

- Presented by: Michelle Nolen (Library Director)

Discussions:

- National Library Week happening now
- Last Home School Program was last week; didn't fish due to weather, but played games at the library.
- Summer Reading Kick-Off is May 26
- Narcan available at the library now
- Plant Swap was at the beginning of the month and wasn't as popular as the puzzle swap.
- Last week was LLCC 8th grade job fair; met with 57 students

- Motion made to: Approve Librarian's Report
- Motion made by: Kathie Price
- Motion Seconded by: Mike McLaughlin
- Aye Votes: Nancy Elder, Ellen Feeler, Jennifer Love, Mike McLaughlin, Kathie Price, Kyle Price, Karen Reed, Erin Wade
- Opposed Votes: None
- Result: Motion Carries

7. Old business:

- Roof: Gary Collinsworth with Industrial Services presented recommendations for replacing the roof with three proposals, all with Carlisle Manufacturing. Discussion was had and some follow up questions were asked which Mr. Collinsworth will get back to us with. Once we ask for an option, Carlisle will then have to approve the job. Options are currently quoted at \$115,536, \$152,227, and \$202,502. We are also requesting a quote for the full roof, so it is replaced at one time.

Central Roofing is supposed to be coming back with a bid as well.

8. New business:

- Approve/Disapprove Cards for Kids Act Policy
- Motion made to: Approve Cards for Kids Act Policy
- Motion made by: Jennifer Love
- Motion Seconded by: Mike McLaughline
- Aye Votes: Nancy Elder, Ellen Feeler, Jennifer Love, Mike McLaughlin, Kathie Price, Kyle Price, Karen Reed, Erin Wade
- Opposed Votes: None
- Result: Motion Carries

- Approve/Disapprove FY 23/24 BOT Meeting Schedule
- Motion made to: Approve FY 23/24 BOT Meeting Schedule
- Motion made by: Kathie Price
- Motion Seconded by: Kyle Price
- Aye Votes: Nancy Elder, Ellen Feeler, Jennifer Love, Mike McLaughlin, Kathie Price, Kyle Price, Karen Reed, Erin Wade
- Opposed Votes: None
- Result: Motion Carries

- Approve/Disapprove FY 23/24 Library Holiday Closing Schedule
- Motion made to: Approve FY 23/24 Library Holiday Closing Schedule
- Motion made by: Mike McLaughlin
- Motion Seconded by: Karen Reed
- Aye Votes: Nancy Elder, Ellen Feeler, Jennifer Love, Mike McLaughlin, Kathie Price, Kyle Price, Karen Reed, Erin Wade
- Opposed Votes: None
- Result: Motion Carries

- Approve/Disapprove Vote to Hire Circulation Clerk
- Motion made to: Hire Grace Garrett as Circulation Clerk as of Mon, April 17
- Motion made by: Jennifer Love
- Motion Seconded by: Kathie Price
- Aye Votes: Nancy Elder, Ellen Feeler, Jennifer Love, Mike McLaughlin, Kathie Price, Kyle Price, Karen Reed, Erin Wade
- 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: Kyle Price
- Aye Votes: Nancy Elder, Ellen Feeler, Jennifer Love, Mike McLaughlin, Kathie Price, Kyle Price, Karen Reed, Erin Wade
- Opposed Votes: None
- Result: Motion Carried

Meeting adjourned at: 17:31

These minutes respectfully submitted by:

Erin Wade (Secretary/Acting President)