

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: 08-24-2021
- 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: 07-27-2021
- Motion made to: Approve both minutes as presented
- Motion made by: Mike McLaughlin
- 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

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

- Motion made to: Approve treasurer's report and payment of bills
- Motion made by: Nancy Elder
- 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

5. Public forum acknowledgement:

- None present

6. Librarian's report:

- Presented by: Michelle Nolen (Library Director)
- Discussions:
 - Four adult Summer Reading has had 530 participants in total.
 - Douglass Heart did a presentation on August 6th. "plant a rainbow" presentation.
 - Since school started this week, after school reading started today.
 - Library will be closed September 6th for Labor Day.
 - Homeschool classes will be starting in October.
 - Kindergarten prep classes will be starting in September (lots of interest).
 - The grant from Broadband Ready requires classes, will be coming this Fall.
 - The library carpets were cleaned on 8-22-21.
 - The wet carpets didn't dry because the library's air went out. Needed a new Phase Module installed. Carpets dried after the air came back on.
 - Booker Brothers is scheduled to come in and fix a faucet and roof drain.
 - Michelle will be gone on vacation from September 11th through the 26th.
- Motion made to: Approve librarian's report
- Motion made by: Ann Short
- 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

7. Old business:

- No Old Business
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8. New business:

- 8A. Laptop Policy (City) – No Changes
- Motion made to: Approve Policy as presented
- 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
- 8B. Internet Policy – No Changes
- Motion made to: Approve policy as presented
- Motion made by: Ann Short
- 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
- 8C. Internet Safety Policy – No Changes
- Motion made to: Approve policy as presented
- Motion made by: Nancy 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
- 8D. Security Camera Policy – No Changes
- Motion made to: Approve policy as presented
- Motion made by: Ann Short
- 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
- 8E. Designated Smoking Area Policy – No Changes
- Motion made to: Approve policy as presented
- Motion made by: Mike McLaughlin
- 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

- 8F. Privacy and Patriot Act Policy
- Motion made to: Approve policy as presented
- Motion made by: Karen Reed
- Motion Seconded by: Lynn Elder
- 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. Other Business:

- No board requirement for additional lessons for this year's Per Capita Grant.

10. Adjournment:

- Motion made to: Adjourn
- Motion made by: Lynn Elder
- 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

Meeting adjourned at: 16:43

These minutes respectfully submitted by:

Mike McLaughlin (Secretary)

