

Elizabeth Titus Memorial Library Board of Trustees Minutes

1. Call to Order

- Meeting called to order by: Erin Wade (Vice-President)
- Meeting Location: Zoom – Remote Meeting (COVID-19 restrictions)
- Meeting Date: 05-26-2020
- Time of Call to Order: 16:30

2. Roll Call

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

3. Review/Approve minutes of previous board meeting:

- Date of previous minutes: 04-28-2020
- Motion made to: Approve minutes as presented
- Motion made by: Ann Short
- Motion Seconded by: Ellen Feeler
- Aye Votes: Mike McLaughlin, Erin Wade, Ann Short, Jennifer Love, Ellen Feeler, Nancy Elder, Lynn Elder
- 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: Jennifer Love
- Aye Votes: Mike McLaughlin, Erin Wade, Ann Short, Jennifer Love, Ellen Feeler, Nancy Elder, Lynn Elder
- Opposed Votes: None
- Result: Motion Carried

5. Public forum acknowledgement:

- None present on the Zoom meeting (meeting was posted at library and web page)

6. Librarian's report:

- Presented by: Michelle Nolen (Library Director)

Discussions:

- Library is going to try to do Summer reading online. People can sign up now by either calling or filling out an online form on the website.
- June first the library will start limited hour (10:00-14:00) and (18:00-20:00) curbside pickups. Will be limited to two books and one movie per patron.
- The City has announced that they are looking at using TIFF funds for the library parking lot repairs and new doors, so those costs may not come from our annual budget. Final confirmation should come sometime in June.
- Library is looking into the possibility (and pricing) of putting in outdoor lockers that patrons could use via electronic code, that can be changed after each time the locker is used. The lockers would be used when patrons needed to pick up materials from the library when the facility was closed or not allowed to do curbside pickups.
- The Storytime Line is not allowing us to retrieve numbers of users. Michelle will be contacting the company to see what needs corrected.
- Library is still painting and refinishing the bookshelves.

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

7. Old business:

- No movement on adding a new member to the board to replace Cheri Rich. Will revisit during June's meeting.

8. New business:

- The Per-Capita grant requirements have not yet been posted due to the COVID-19 shutdown.

9. Adjournment:

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

- Result:

Motion Carried

Meeting adjourned at: 16:42

These minutes respectfully submitted by:

Mike McLaughlin (Secretary)



Handwritten signature or initials in cursive script.

11/11/11

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