

MINUTES  
ELIZABETH TITUS MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
JULY 25, 2017

The July meeting of the ETML Board of Trustees, held in the Library Board Room, was called to order at 4:30 p. m. by President, Nancy Elder. Those in attendance: Lynn Elder, Mike McLaughlin, Kathie Price, Cheri Rich, Erin Wade, Kathy Wood, Mayor, Ann Short and Librarian, Michelle Nolen. Lyn Banning and Bill Highland were absent.

The minutes of the June meeting were read. Mike made a motion seconded by Cheri to accept as written. Voting was as follows: Bill, absent; Cheri, aye; Erin, aye; Kathie, aye; Kathy, aye; Lyn, absent; Lynn, aye; Mike, aye; Nancy, aye. Motion passed.

FINANCE COMMITTEE REPORT:

1. Treasurer's report was given by Lynn and approved subject to audit. Motion to accept by Erin seconded by Mike. Voting was as follows: Bill, absent; Cheri, aye; Erin, aye; Kathie, aye; Kathy, aye; Lyn, absent; Lynn, aye; Mike, aye; Nancy, aye. Motion passed.

LIBRARIAN'S REPORT:

1. Gas leak. Two additional leaks found and now fixed.
2. Summer reading program numbers are down this year.
3. Circulation report. Summer numbers are up.
4. The new color copier has lots of "bells and whistles".

OLD BUSINESS:

1. Lynn made a motion seconded by Erin to approve the revocation of free library cards for non-resident city employees. Voting was as follows: Bill, absent; Cheri, aye; Erin, aye; Kathie, aye; Kathy, aye; Lyn, absent; Lynn, aye; Mike, aye; Nancy, aye. Motion passed.

NEW BUSINESS:

1. Kathy made a motion seconded by Lynn to approve the Continuing Education Policy as written. Voting was as follows: Bill, absent; Cheri, aye; Erin, aye; Kathie, aye; Kathy, aye; Lyn, absent; Lynn, aye; Mike, aye; Nancy, aye. Motion passed.
2. Lynn made a motion seconded by Cheri to approve the revisions to the Fax Policy. Voting was as follows: Bill, absent; Cheri, aye; Erin, aye; Kathie, aye; Kathy, aye; Lynn, aye; Lyn, absent; Mike, aye; Nancy, aye. Motion passed.
3. Mike made a motion seconded by Erin to approve the Reference Service Policy as written. Voting was as follows: Bill, absent; Cheri, aye; Erin, aye; Kathie, aye; Kathy, aye; Lynn, aye; Lyn, absent; Mike, aye; Nancy, aye. Motion passed.
4. Cheri made a motion seconded by Kathy to approve the policy for the new Binge Bucket checkout activity. Voting was as follows: Bill, absent; Cheri, aye; Erin, aye; Kathie, aye; Kathy, aye; Lyn, absent; Lynn, aye; Mike, aye; Nancy, aye. Motion passed.

5. Per Capital Grant ideas were discussed. Ideas suggested were: Summer reading in conjunction with the park rec. program; electronic signage in front of library. Also, have another public survey for ideas.

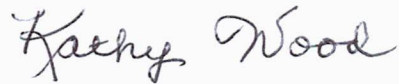
BOARD TRAINING:

1. A short video was shown.
2. Trustees reported having toured the training web site.

ADJOURNMENT:

Lynn made a motion to adjourn seconded by Cheri. With no objections adjournment at 5:02 pm.

Respectively submitted,

A handwritten signature in cursive script that reads "Kathy Wood".

Secretary