

MINUTES
ELIZABETH TITUS MEMORIAL LIBRARY
BOARD OF TRUSTEES
JANUARY 23, 2018

The January 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: Bill Highland, Mike McLaughlin, Cheri Rich, Erin Wade, Kathy Wood, Librarian, Michelle Nolen and Mayor, Ann Short. Lynn Elder, Lyn Banning and Kathie Price were absent.

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

FINANCE COMMITTEE REPORT:

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

LIBRARIAN'S REPORT:

1. Submitted ILNET Traffic Survey 1/8/18.
2. Submitted IL State Library Certification 1/10/18.
3. Submitted Per Capita Grant 12/22/17. Still no word from state.
4. Laura submitted Community Education Foundation Grant 1/12/16. Pre-K Education
5. Sent off invoice to St. Mary's for parking lot rent.
6. Christmas decoration auction earned \$90.00.
7. Mary Moore, longtime audiobook patron, passed away. Received \$390 in memorials.
8. Clerks moving to a weekend rotation. Amount of hours staying the same.
9. E-Rate filed 1/16/18.
10. Laura and Michelle are going to a Project Wild class in Mattoon in Feb. DHNC

NEW BUSINESS:

1. Discuss time and date for special meeting of Long Range Plan. Since the Board has not held a special meeting for this plan in the past, a special meeting will not be called.

ADJOURNMENT: Bill made a motion seconded by Mike to adjourn at 4:46 p. m.

Respectively submitted,



Secretary