

Elizabeth Titus Memorial Library Board of Trustees Minutes

1. Call to order

- Meeting called to order by: Cheri Rich (Board Vice-President)
- Meeting location: Elizabeth Titus Memorial Library Board Room
- Meeting date: **10-23-2018**
- Time of call to order: **16:27**

2. Roll Call

- Officers in Attendance: Cheri Rich (Vice-President),
Lynn Elder (Treasurer), Mike McLaughlin (Secretary).
- Trustees in Attendance: Kathy Price, Erin Wade, Lyn Banning.
- Board Members Absent: Bill Highland, Nancy Elder, Ellen Feeler
- Library Staff in Attendance: Michelle Nolen (Library Director)

3. Review/Approve minutes of previous board meeting

- Date of Previous Minutes: **09-25-2018**
- Motion made to: **Approve minutes as presented.**
- Motion made by: Mike McLaughlin
- Motion seconded by: Erin Wade
- Aye Votes: Cheri Rich, Lynn Elder, Mike McLaughlin,
Kathy Price, Erin Wade, Lyn Banning
- 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: Kathy Price
- Aye Votes: Cheri Rich, Lynn Elder, Mike McLaughlin,
Kathy Price, Erin Wade, Lyn Banning
- Opposed Votes: None
- Result: **Motion carried (subject to audit)**

5. Public Forum acknowledgement

- None present

6. Librarian's report

- Report presented by: Michelle Nolen

Discussions:

- Library participated in October-fest, as much as possible considering weather conditions (wind/cold).
- Library's fortieth anniversary is coming up on November 5th through November 9th. There will be an open house, giveaways, classes, snack items, some planned activities, and a guest speaker (Dr. Dan Guillory).
- Michelle has been attending Sullivan Spark (a group that meets to generate ideas for future community growth).
- Library will be closed on Veterans Day.
- During October-fest the library did a "book walk" where festival attendees could walk to different locations to see different books.
- The idea for a permanent "book walk" in Tabor Park was forwarded to the Boy Scouts (as a possible Eagle Scout project) by Gerry Wood and the Tabor Park overseer plans to bring the idea to the City.
- Reader's Bridge has \$4,617 available.
- The library will be participating in "Safe Trick or Treat" on Halloween.
- The State sent the library the authorization certificate to dispose of some old records. Michelle plans to do that purge when the City does their next disposal.
- The presentation format of some of the library's statistics will be changing soon. Michelle is working on the new format. The new format should help with the IPLAR data collection.

- Motion made to: **Approve librarian's report as presented.**
- Motion made by: Mike McLaughlin
- Motion seconded by: Lyn Banning
- Aye Votes: Cheri Rich, Lynn Elder, Mike McLaughlin, Kathy Price, Erin Wade
- Opposed Votes: None
- Result: **Motion carried**

7. Old Business:

- The digital sign for the library. Michelle asked to table this topic again so that City personnel vital to the project (and currently unavailable) could be consulted on funding issues.
- Roger Tice's name is still on one of the library's funds, and will be removed so he can not withdraw money.
- Ideas on how much money the library might need for the new sign was forwarded by Cheri Rich. The idea being that giving the City a solid number to work with might help move the project forward. The thought is that the library would cover about 20% of the cost.
- The search for a company to purchase the sign from has been narrowed down to two candidates. Both have similar quotes for the type of sign the library is looking for.

8. New Business:

- No need for closed session.
- No new business.

9. Other Business:

- No other business

10. Adjournment.

- Motion made to: **Adjourn**
- Motion made by: Mike McLaughlin
- Motion seconded by: Lynn Elder
- Aye Votes: Cheri Rich, Lynn Elder, Mike McLaughlin,
Kathy Price, Erin Wade
- Opposed Votes: None
- Result: **Motion Carried**

Meeting adjourned at **16:58**

These Minutes respectfully submitted by:

- Mike McLaughlin (Secretary)



