

Elizabeth Titus Memorial Library Board of Trustees Minutes

1. Call to Order

- Meeting called to order by: Cheri Rich (President)
- Meeting Location: Elizabeth Titus Memorial Library Board Room
- Meeting Date: 12-17-2019
- Time of Call to Order: 16:31

2. Roll Call

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

3. Review/Approve minutes of previous board meeting:

- Date of previous minutes: 11-26-2019
- Motion made to: Approve minutes as presented
- Motion made by: Lynn Elder
- Motion Seconded by: Kathy Price
- Aye Votes: Cheri Rich, Mike McLaughlin, Erin Wade, Ann Short, Lynn Elder, Ellen Feeler, Nancy Elder, Jennifer Love, Kathy Price
- 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: Erin Wade
- Aye Votes: Cheri Rich, Mike McLaughlin, Erin Wade, Ann Short, Lynn Elder, Ellen Feeler, Nancy Elder, Jennifer Love, Kathy Price
- Opposed Votes: None
- Result: Motion Carried

5. Public forum acknowledgement:

- None present

6. Librarian's report:

- Presented by: Michelle Nolen (Library Director)

Discussions:

- The library will be closed on 12-24-19 and 12-25-19 for the Christmas holiday.
- The library will be closed on 12-31-19 and 01-01-20 for the New Years holiday.
- Monday morning makers are going to start having a monthly sewing class.
- Bidding on Christmas ornaments started Monday and ends on 12-20-19.
- Security footage of the paper being delivered was shown. The delivery driver drove up on the sidewalk under the front overhang and threw the paper out.
- Cookie decoration exchange will be tomorrow 12-18-19.
- Readers theater for Storytime tomorrow. Michelle and Laura are dressing up.
- Michelle is working on Per Capita grant. Writing for technology and programing.

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

7. Old business:

- No old business

8. New business:

- What we need to do with the old "closed meeting minutes".
- We have sixty days to review those minutes (since we just found out about the requirement).
- Mike will create a spreadsheet with dates and a short description of the meeting topics for presentation at the next meeting.
- Further reviews will need to be done bi-annually.

9. Other business:

- Building 1225 public hours update, and where they overlap library programs.
- WAND TV is showing library events on their community calendar.
- Reminder for trustees to complete a video for Organizational Management.

10. Adjournment:

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

Meeting adjourned at: 16:48

These minutes respectfully submitted by:

Mike McLaughlin (Secretary)



