

MINUTES  
ELIZABETH TITUS MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
February 28, 2017

The February 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: Lyn Banning, Mike McLaughlin, Cheri Rich, Dave Walker, Kathy Wood, Librarian, Michelle Nolen, Mayor, Ann Short. Lynn Elder, Bill Highland and Ann Wheeler were absent.

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

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

**PUBLIC FORUM – ACKNOWLEDGEMENT:**

1. Jessica Bathe presented the Seed Library program she has worked up for the Library.

**LIBRARIAN'S REPORT:**

1. Laura Davison has been hired as new Children's Librarian starting on 2/27/17.
2. Jessica Beals has been hired as new Circulation Librarian starting on 3/11/17.
3. Dan Guillory gave Lincoln presentation on 2/16/17. 15 in attendance.
4. Boiler was inspected on 2/15/17. We passed.
5. LLC Job Fair April 6<sup>th</sup> and 7<sup>th</sup>. Michelle and Susan will present a booth.
6. Lincoln Center performances available through free screenings program.
7. E rate 471 filed on 2/6/17.
8. Sullivan Community Education Foundation. Michelle will give a presentation on last year's grant, 1KB4K at appreciation dinner on 3/20. This year's grants be announced after March 9<sup>th</sup>.
9. Michelle read circulation statistics instead of handing out a paper.

**NEW BUSINESS:**

1. Mike made a motion seconded by Cheri to approve the Kindle Policy as written. Voting was as follows: Ann, absent; Bill, absent; Cheri, aye; Dave, aye; Kathy, aye; Lyn, aye; Lynn, absent; Mike, aye; Nancy, aye. Motion passed. Additional discussion about continued usage at next month's meeting.
2. Cheri made a motion seconded by Mike to go into closed session for the purpose of personnel discussion (statute #5 ILCS 120/2 C (1) at 4:52 p. m. Voting was as follows: Ann, absent; Bill, absent; Cheri, aye; Dave, aye; Kathy, aye; Lyn, aye; Lynn, absent; Mike, aye; Nancy, aye. Motion passed.

3. Dave made a motion seconded by Lyn to go back into open session at 5:00 p. m..  
Voting was as follows: Ann, absent; Bill, absent; Cheri, aye; Dave, aye; Kathy, aye; Lyn,  
aye; Lynn, absent; Mike, aye; Nancy aye. Motion passed.

OTHER BUSINESS AND/OR TRUSTEE COMMENTS:

1. Kathy asked about the amount we receive from Fields Wright for parking rent. Mayor Short gave an overview of the Fields Wright building situation.

ADJOURNMENT:

Lyn made a motion to adjourn seconded by Dave. With no objections adjournment at 5:20 pm.

Respectively submitted,

*Kathy Wood*

Secretary