

Elizabeth Titus Memorial Library Board of Trustees Minutes

1. Call to Order

- Meeting called to order by: Nancy Elder (President)
- Meeting Location: Elizabeth Titus Memorial Library Board Room
- Meeting Date: 02-26-2019
- Time of Call to Order: 16:30

2. Roll Call

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

3. Review/Approve minutes of previous board meeting:

- Date of previous minutes: 01-22-2019
- Motion made to: Approve minutes as presented
- Motion made by: Erin Wade
- Motion Seconded by: Kathy Price
- Aye Votes: Cheri Rich, Mike McLaughlin,
Lyn Banning, Erin Wade, Ellen Feeler,
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: Erin Wade
- Motion Seconded by: Mike McLaughlin
- Aye Votes: Cheri Rich, Mike McLaughlin,
Lyn Banning, Erin Wade, Ellen Feeler,
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 radio show is going well. March timeslot got bumped to the 13th at 09:40. They will broadcast from Jackson's dealership.
- Michelle and one of her staff will attend Environmental Educators Association of Illinois conference on March 23rd in Mattoon for the Project WILD workshop.
- The 2019 annual Illinois Library Association Conference is October 22nd through October 24th. The conference organizers are asking for presenters, so Michelle and Laura are working on a homeschool presentation to give. Their attendance of the conference will be dependent on if they are selected to present or not.
- The library is working on some fundraising projects. The ETML shirts have drawn some attention, so consideration is being given to selling them. Another idea is "book spines" with patron's names on them.
- The Monday morning quilters are working on a quilt that we hope to raffle off around September.
- Minimum wage is going to increase. The results of this will be covered in greater detail in the upcoming budget meeting.
- Safety at the library: In Florida, a homeless person stabbed the library director to death. Michelle is trying to educate herself and the library staff on "things to look for" in these types of situations. Nancy intends to ask our local police to occasionally walk through the library.
- The Sullivan area youth art contest, March 14th through March 25th will have submissions displayed at the library.
- The library's E-Rate was approved for 2019. Funds usually show up around August. The E-Rate will no longer qualify us for a reduction in phone charges. Internet only.
- Voice Over IP is being considered to reduce phone charges, but there are issues surrounding things like the fax, alarm system, and "dial a story" being on land lines.
- The Titus home is scheduled to close, and the assets will go to the city for "civic improvements".

- Motion made to: Approve librarian's report
- Motion made by: Lyn Banning
- Motion Seconded by: Erin Wade
- Aye Votes: Cheri Rich, Mike McLaughlin,
Lyn Banning, Erin Wade, Ellen Feeler,
Kathy Price
- Opposed Votes: None
- Result: Motion Carried

7. Old business:

- No old business.

8. New business:

- No new business.

9. Other business:

- The question was asked if we want to hold the budget meeting without Lynn next month (as he will still be out of town).
- Lynn should be back in town by our next regular board meeting, so the decision was made to meet at 16:00 before the regular meeting for the budget meeting on March 26th.

10. Adjournment:

- Motion made to: Adjourn
- Motion made by: Kathy Price
- Motion Seconded by: Mike McLaughlin
- Aye Votes: Cheri Rich, Mike McLaughlin,
Lyn Banning, Erin Wade, Ellen Feeler,
Kathy Price
- Opposed Votes: None
- Result: Motion Carried

Meeting adjourned at: 16:59

These minutes respectfully submitted by:

Mike McLaughlin (Secretary)

