

Elizabeth Titus Memorial Library Board of Trustees Minutes

Meeting Date: 07-24-18

Time: 16:28

1. Call to order by:
 - Nancy Elder (Board President)
2. Roll Call:
 - Officers Present: Nancy Elder (Board President), Cheri Rich (Vice-President), Lynn Elder (Treasurer), Mike McLaughlin (Secretary).
 - Trustees Present: Lynn Banning, Kathy Price, Erin Wade.
 - Absent: Bill Highland
3. Review/Approve minutes of previous board meeting:
 - Motion to **approve minutes as presented** made by Cheri Rich
 - Second Lyn Banning
 - Aye Votes: Nancy Elder, Cheri Rich, Lynn Elder, Mike McLaughlin, Lyn Banning, Kathy Price, Erin Wade
 - Opposed Votes: None
 - **Motion Carried**
4. Approve/Disapprove Treasurer's Report and payment of bills:
 - Motion to **approve treasurer's report and payment of bills** made by Lynn Elder
 - Second Nancy Elder
 - Aye Votes: Nancy Elder, Cheri Rich, Lynn Elder, Mike McLaughlin, Lyn Banning, Kathy Price, Erin Wade
 - Opposed Votes: None
 - **Motion Carried**
5. Public Forum acknowledgement:
 - No public in attendance
6. Librarian's report:
 - Presented by Michelle Nolen
 - Discussions:
 - a. Summer reading has hit a "lull".
 - b. Kathy and Laura attended a fall prevention training class on Monday (07-23-18). There were three people in attendance. There will be another class in September at the Senior Center. After that class, future classes can be held at the library. Laura and Kathy are planning to help teach that class, and the library should get credit for holding it.
 - c. The library is looking into accepting debit and credit cards due to many patrons not carrying cash. Michelle is looking into the cost. The best pricing so far is 2.7% of the transaction cost. How those costs would be passed on is still being thought through.

One possibility is a minimum charge requirement. Another possibility is passing along the "swipe charge" to the patron. Also, a policy needs to be put into place for this.

- d. Working on getting a designated smoking area finished on the north side of the library on the pad of concrete by the bike racks (the rack will likely move).
 - e. Good turnout for movie in July (over 70 kids). Numbers have been down for some time due to the preschool no longer attending.
 - f. Michelle will be on vacation (and out of the area) from August 4th through August 13th.
 - g. Next month Michelle intends to roll out the smoking and security camera policies.
 - h. We are no longer receiving The Wall Street Journal. This publication was a donation in the past and the donation has stopped. If after a month, patron response is bad we will pick it up again.
 - i. There is a new "landing page" for ETML wi-fi. The page has been created but isn't up and running yet. Once it is active, it will require patrons to agree to the library's terms of use, and will allow us to track computer usage much better.
- Motion to **accept the librarian's report as given** made by Lyn Banning
 - Second Kathy Price
 - Aye Votes: Nancy Elder, Cheri Rich, Lynn Elder, Mike McLaughlin, Lyn Banning, Kathy Price, Erin Wade
 - Opposed Votes: None
 - **Motion Carried**

7. Old Business:

- No old business topics

8. New Business:

- Replacing Kathy Wood's spot on the board.
 - a. Kathy Price suggested Ellen Feeler and Laura Elder
 - b. Michelle suggested Dawn Becker
 - c. Kathy will contact Ellen Feeler to see if she is interested in joining.

9. Other Business:

- Per capita grant requirements for 2019

10. Adjournment

- Motion to **adjourn** made by Erin Wade
- Second by Cheri Rich
- Aye Votes: Nancy Elder, Cheri Rich, Lynn Elder, Mike McLaughlin, Lyn Banning, Kathy Price, Erin Wade
- Opposed Votes: None
- **Motion Carried**

Meeting adjourned at 16:44

These Minutes respectfully submitted by:

- Mike McLaughlin (Secretary)

