

## Elizabeth Titus Memorial Library Board of Trustees Minutes

### 1. Call to Order

- Meeting called to order by: Erin Wade (President)
- Meeting Location: ETML Event Room (social distancing observed)
- Meeting Date: 11-23-2021
- Time of Call to Order: 16:28

### 2. Roll Call

- Officers in Attendance: Erin Wade (President),  
Mike McLaughlin (Secretary), Lynn Elder (Treasurer)
- Trustees in Attendance: Kathy Price, Nancy Elder, Karen Reed
- Trustees Absent: Ann Short, Jennifer Love
- City Employees in Attendance: Michelle Nolen (Library Director)

### 3. Review/Approve minutes of previous board meetings (monthly and annual):

- Date of previous minutes: 10-26-2021 and 11-02-21
- Motion made to: Approve both minutes as presented
- Motion made by: Lynn Elder
- Motion Seconded by: Ellen Feeler
- Aye Votes: Mike McLaughlin, Kathy Price, Karen Reed,  
Erin Wade, Nancy Elder, Lynn Elder, Ellen Feeler
- 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: Mike McLaughlin
- Aye Votes: Mike McLaughlin, Kathy Price, Karen Reed,  
Erin Wade, Nancy Elder, Lynn Elder, Ellen Feeler
- 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 the 25<sup>th</sup> and 26<sup>th</sup> of November for Thanksgiving.
  - There will be a Broadband Ready class on December 14<sup>th</sup>.
  - Part of the Broadband Ready Grant will give the library Northstar Digital Library subscription for free the first year.
  - The Library passed the fire alarm inspection
  - Homeschool hasn't been doing in person classes due to COVID and has been offering "packets" instead. The library is planning on opening homeschool packets to all students, not just home-schooled students.
  - On December 22<sup>nd</sup> Laura will have an ornament making class for students.
  - The library is planning on having two "take and make" classes in December.
  - One Book One Sullivan books are in "The Remarkable Journey of Coyote Sunrise".
- Motion made to: Approve librarian's report
- Motion made by: Nancy Elder
- Motion Seconded by: Karen Reed
- Aye Votes: Mike McLaughlin, Kathy Price, Karen Reed, Erin Wade, Nancy Elder, Lynn Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried
- Motion Seconded by: Karen Reed

7. Old business:

- No Old Business

8. New business:

- 8A. 3D Printer Policy – No changes
- Motion made to: Approve Policy as presented
- Motion made by: Lynn Elder
- Motion Seconded by: Kathy Price
- Aye Votes: Mike McLaughlin, Kathy Price, Karen Reed, Erin Wade, Nancy Elder, Lynn Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

- 8B. Move December Board Meeting from 12-28-21 to 12-21-21
- Motion made to: Approve date change as presented
- Motion made by: Lynn Elder
- Motion Seconded by: Mike McLaughlin
- Aye Votes: Mike McLaughlin, Kathy Price, Karen Reed, Erin Wade, Nancy Elder, Lynn Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

9. Other Business:

- None

10. Adjournment:

- Motion made to: Adjourn
- Motion made by: Lynn Elder
- Motion Seconded by: Mike McLaughlin
- Aye Votes: Mike McLaughlin, Kathy Price, Karen Reed, Erin Wade, Nancy Elder, Lynn Elder, Ellen Feeler
- Opposed Votes: None
- Result: Motion Carried

Meeting adjourned at: 16:40

These minutes respectfully submitted by:

Mike McLaughlin (Secretary)