

Elizabeth Titus Memorial Library Board of Trustees Minutes

1. Call to Order

- Meeting called to order by: Ann Short (Vice-President)
- Meeting Location: ETML Event Room (to observe social distancing)
- Meeting Date: 10-27-2020
- Time of Call to Order: 16:37

2. Roll Call

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

3. Review/Approve minutes of previous board meeting:

- Date of previous minutes: 09-29-2020
- Motion made to: Approve minutes as presented
- Motion made by: Lynn Elder
- Motion Seconded by: Kathy Price
- Aye Votes: Mike McLaughlin, Kathy Reed, Kathy Price,
Ellen Feeler, Ann Short, Lynn Elder, Nancy Elder
- 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: Kathy Price
- Aye Votes: Mike McLaughlin, Kathy Reed, Kathy Price,
Ellen Feeler, Ann Short, Lynn Elder, Nancy Elder
- Opposed Votes: None
- Result: Motion Carried

5. Public forum acknowledgement:

- None present

6. Librarian's report:

- Presented by: Michelle Nolen (Library Director)

Discussions:

- Michelle and Laura attended a virtual ILA conference.
- Reader's Bridge met for the first time in a year. They have \$3,800 in the fund.
- October 22nd was the open house for Idea Labs. The news paper came and did a writeup and photos. There were about 20 people that visited, and there was some interest on Facebook.
- Still not sure if the library will be open or not on Election Day. This was resolved during the meeting and the library will be closed on Election Day.
- Both of our Jessicas have been doing a very good job in their new roles.
- Halloween party will be tomorrow. It will be the first indoor story time since March.
- Safe trick or treat at the library from 15:00 to 17:00 on Friday.
- Our IT guy wants the library us to upgrade our subscription to Faronics (computer protection software). The cost of the new tier per year is \$945.00 or \$1,200.00 for a three-year subscription. We will be doing the three-year subscription, which will lower our annual cost to \$400.00 vs our current cost of around \$700.00 per year.

- Motion made to: Approve librarian's report
- Motion made by: Lynn Elder
- Motion Seconded by: Karen Reed
- Aye Votes: Mike McLaughlin, Kathy Reed, Kathy Price, Ellen Feeler, Ann Short, Lynn Elder, Nancy Elder
- Opposed Votes: None
- Result: Motion Carried

7. Move to Closed Session for bi-annual review of Closed Session Minutes.

- Motion made to: Move to closed session (16:50)
- Motion made by: Nancy Elder
- Motion Seconded by: Mike McLaughlin
- Aye Votes: Mike McLaughlin, Kathy Reed, Kathy Price, Ellen Feeler, Ann Short, Lynn Elder, Nancy Elder
- Opposed Votes: None
- Result: Motion Carried

8. Return from Closed Session to Open Session (16:54)

9. Vote for opening any of the Closed Session Minutes.

- Motion made to: Leave all Closed Session Minutes closed
- Motion made by: Mike McLaughlin
- Motion Seconded by: Nancy Elder
- Aye Votes: Mike McLaughlin, Kathy Reed, Kathy Price, Ellen Feeler, Ann Short, Lynn Elder, Nancy Elder
- Opposed Votes: None
- Result: Motion Carried

10. Old business:

- No old business

11. New business:

- No changes to the Inter-Library Loan Policy, but it needs to be approved
- Motion made to: Approve as presented
- Motion made by: Nancy Elder
- Motion Seconded by: Ellen Feeler
- Aye Votes: Mike McLaughlin, Kathy Reed, Kathy Price, Ellen Feeler, Ann Short, Lynn Elder, Nancy Elder
- Opposed Votes: None
- Result: Motion Carried

12. Training for library board members. Chapters 3 and 4. Due date for completion is March 15th 2021.

13. Adjournment:

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

Meeting adjourned at: 17:06

These minutes respectfully submitted by:

Mike McLaughlin (Secretary)

