

## Elizabeth Titus Memorial Library Board of Trustees Minutes

### 1. Call to Order

- Meeting called to order by: Ann Short
- Meeting Location: ETML Event Room
- Meeting Date: 9-27-2022
- Time of Call to Order: 16:30

### 2. Roll Call

- Officers in Attendance: Ann Short (President), Erin Wade (Secretary), Mike McLaughlin (Treasurer), Nancy Elder (Vice President)
- Trustees in Attendance: Ellen Feeler, Kathie Price, Kyle Price, Karen Reed
- Trustees Absent: 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: 8-23-22
- Motion made to: Approve Minutes
- Motion made by: Kathie Price
- Motion Seconded by: Mike McLaughlin
- Aye Votes: Ann Short, Erin Wade, Mike McLaughlin, Nancy Elder, Ellen Feeler, Kathie Price, Kyle Price, Karen Reed
- Opposed Votes: None
- Result: Motion Carries

### 4. Approve/Disapprove Treasurer's report and payment of bills:

- Motion made to: Approve Finance Report and payment of bills
- Motion made by: Erin Wade
- Motion Seconded by: Kyle Price
- Aye Votes: Ann Short, Erin Wade, Mike McLaughlin, Nancy Elder, Ellen Feeler, Kathie Price, Kyle Price, Karen Reed
- Opposed Votes: None
- Result: Motion Carries

### 5. Public forum acknowledgement:

- None present

6. Librarian's report:

- Presented by: Michelle Nolen (Library Director)

Discussions:

- Dead Tree-called cemetery to see if they could do it and they said they'd look, but no response back yet. Getting quotes from local businesses-one has gotten back to us. Awaiting quote from second company. Park Dept consulted, and they need a bucket truck (that they don't have).
- Homeschool Participants meeting in person. Sixteen for first class.
- History Walk with genealogical society is a go. There will be a talk at various spots, and then walk to the park for more. Working to get it on the calendar for early November.
- Still not hooked up to Metro. Our e-Rate consultant touched base with Metro to try to encourage the process. Metro did say they will pay for the loss in e-Rate. We recommend to Michelle to have Steve put an invoice in writing to make sure that happens. Some have come in to put in cable, but it has possibly already been done.
- Crazy 8s Math Program is starting up again. Dance Studio will be utilizing that programming.
- Illinois Libraries Present (ILP) has an author presentation in October. Fliers are out for people to register. There is another one in November, information forthcoming on registration for that.
- Carpets to be cleaned October 9.
- Circulation stats are up compared to last year. July: 4384/3423, and Aug: 4408/3728.
- 4th Annual Library Crawl Oct 1-31 with a lot more libraries participating. Passport is available here to get started. Several giving prizes for participation.
- App Statistics Report
- Motion made to: Approve Librarian's Report
- Motion made by: Mike McLaughlin
- Motion Seconded by: Kathie Price
- Aye Votes: Ann Short, Erin Wade, Mike McLaughlin, Nancy Elder, Ellen Feeler, Kathie Price, Kyle Price, Karen Reed
- Opposed Votes: None
- Result: Motion Carries

7. Old business:

- None

8. New business:

- Approve/Disapprove Inter-Library Loan Policy
- Motion made to: Approve Inter-Library Loan Policy
- Motion made by: Nancy Elder
- Motion Seconded by: Karen Reed
- Aye Votes: Ann Short, Erin Wade, Mike McLaughlin, Nancy Elder, Ellen Feeler, Kathie Price, Kyle Price, Karen Reed
- Opposed Votes: None
- Result: Motion Carries
  
- Approve/Disapprove new Janitor/Housekeeper
- Motion made to: Approve Kathy Dean as new Janitor/Housekeeper
- Motion made by: Ellen Feeler
- Motion Seconded by: Mike McLaughlin
- Aye Votes: Ann Short, Erin Wade, Mike McLaughlin, Nancy Elder, Ellen Feeler, Kathie Price, Kyle Price, Karen Reed
- Opposed Votes: None
- Result: Motion Carries

9. Other Business and/or Trustee Comments

-None

10. Adjournment:

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

Meeting adjourned at: 16:53

These minutes respectfully submitted by:

Erin Wade (Secretary)