

MINUTES
ELIZABETH TITUS MEMORIAL LIBRARY
BOARD OF TRUSTEES
MARCH 28, 2017

The March meeting of the ETML Board of Trustees, held in the Library Board Room, was called to order at 4:43 p. m. by President, Nancy Elder. Those in attendance: Lyn Banning, Lynn Elder, Mike McLaughlin, Cheri Rich, Dave Walker, Ann Wheeler, Kathy Wood, and Librarian, Michelle Nolen. Bill Highland and Mayor, Ann Short were absent.

The minutes of the February meeting were read. Mike made a motion seconded by Cheri to accept as written. Voting was as follows: Ann, abstain; Bill, absent; Cheri, aye; Dave, aye; Kathy, aye; Lyn, aye; Lynn, abstain; Mike, aye; Nancy, aye. Motion passed.

FINANCE COMMITTEE REPORT:

1. Treasurer's report was given by Lynn and approved subject to audit. Motion to accept by Lynn seconded by Ann. Voting was as follows: Ann, aye; Bill, absent; Cheri, aye; Dave, aye; Kathy, aye; Lyn, aye; Lynn, aye; Mike, aye; Nancy, aye. Motion passed.
2. Review FY 17/18 budget. Michelle listed several changes in the budget made after the Finance Committee meeting on March 7th. Vote to approve will be taken at April 25th meeting.

LIBRARIAN'S REPORT:

1. Holly has quit as the daytime circulation clerk.
2. Dunn and Co. inspected parking lot & recommended we do nothing this year.
3. Dan Guillory will have a poetry reading April 8th at 11:00 a.m.
4. Seed Library – 11 patrons have participated so far.
5. E rate 471 filed on 2/6/17.
6. Sullivan Community Education Foundation. Michelle gave a presentation on last year's grant, 1KB4K at appreciation dinner on 3/20. ETML received one of the new grants.
7. Have received 2 bids for carpet cleaning.
8. National Library Week – April 9-15.
9. Waiting for city to inspect light on flag pole.
10. Will be getting a color copier under a Watts umbrella contract with city.
11. Michelle gathered input from Trustees on Planning & Budgeting Questionnaire from Sarah Golden, City Treasurer.
12. Michelle read circulation statistics instead of handing out a paper.

OLD BUSINESS:

1. During Library Week a drawing will be hold for old Kindles.

NEW BUSINESS:

1. Discussion of Lost, Damaged and Overdue Policy, Public Forum Policy and Tech Plan. Votes will be taken at next month's meeting.

ADJOURNMENT:

Dave made a motion to adjourn seconded by Lyn. With no objections adjournment at 5:15 pm.

Respectively submitted,

Kathy Wood

Secretary