

MINUTES  
ELIZABETH TITUS MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
OCTOBER 24, 2017

The October meeting of the ETML Board of Trustees, held in the Library Board Room, was called to order at 4:30 p. m. by President, Nancy Elder. Those in attendance: Lyn Banning, Lynn Elder, Bill Highland, Mike McLaughlin, Kathie Price, Cheri Rich, Erin Wade, Kathy Wood, Librarian, Michelle Nolen and Mayor, Ann Short.

The minutes of the September meeting were read. Lynn made a motion seconded by Kathie to accept as corrected. Voting was as follows: Bill, abstain; Cheri, aye; Erin, aye; Kathie, aye; Kathy, abstain; Lyn, abstain; Lynn, aye; Mike, abstain; 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 Mike. Voting was as follows: Bill, aye; Cheri, aye; Erin, aye; Kathie, aye; Kathy, aye; Lyn, aye; Lynn, aye; Mike, aye; Nancy, aye. Motion passed.

LIBRARIAN'S REPORT:

1. Working on compliance for Per Capita Grant. We now have fire extinguisher signs. Perhaps need an AED.
2. Crazy 8s math class is in season 4.
3. Boiler is installed and working. Next Thursday air conditioning will go in.
4. Three outlets out in staff room. City has checked and cannot solve.
5. Safe Trick or Treat next Tuesday.
6. Attended Reader's Bridge meeting. There is \$4,835.91 in fund.
7. Letters on outside of facility have been painted.
8. Inter Library Loan and Reciprocal Borrowing Survey has been finished (Illinet).
- 9 City Council meets on the 26<sup>th</sup> when Library is closed. Agree to give key to Monty.
10. Atchison Electric worked on lighting. It looks nice.

OLD BUSINESS:

1. Bill made a motion seconded by Mike to approve the revisions to the Internet Safety Policy. Voting was as follows: Bill, aye; Cheri, aye; Erin, aye; Kathie, aye; Kathy, aye; Lyn, aye; Lynn, aye; Mike, aye; Nancy, aye. Motion passed.
2. Erin made a motion seconded by Cheri to approve the revisions to the Internet Use Policy. Voting was as follows: Bill, aye; Cheri, aye; Erin, aye; Kathie, aye; Kathy, aye; Lyn, aye; Lynn, aye; Mike, aye; Nancy, aye. Motion passed.

1. ADJOURNMENT:

Lynn made a motion to adjourn seconded by Bill. With no objections adjournment at 4:45 pm.

Respectively submitted,

*Kathy Wood*

*Secretary*