

**MARION CARNEGIE LIBRARY
BOARD OF TRUSTEES MEETING
6:30 p.m., Monday, April 12, 2021**

Call to Order

Roll Call

Present:

Andrea Bradley
Jenna Griffith
Jon Musgrave
Dr. John O'Keefe
Megan Tate
George Trammell
Kim Walker - absent
Linda Walker
Andrew Wilson
Loretta Broomfield - Director

Recognition of Visitors and Visitor Comments:

No visitors.

Minutes:

There was a motion made by Jon Musgrave seconded by John O'Keefe to approve the February minutes. All were in favor and the motion passed.

Financial Statement:

Loretta reported that 67.4% of the budget has been spent at this point. This is the last month of the fiscal year. The motion was made by Linda Walker and seconded by Andrea Bradley to accept the February financial statement. All were in favor and the motion passed. The motion was made by Jenna Griffith and seconded by Linda Walker to accept the March financial statement. All were in favor and the motion passed.

Director's Report:

1. Library Activities Summary

- Southern Illinois Miners asked Shelley if we were interested in authoring a children's book. They created a story walk that will be at Rent One Stadium. It's going to be traveling to the library and different schools. See below for other activities.

2. Circulation & Traffic Report

- Loretta reported that most everything is up from last month. Foot traffic is up with curbside service slightly decreasing.

3. Department Activities Summary

Children's Department: Still doing all virtual story hours and other virtual programming as well as grab and go crafts. Drive thru Easter bunny event at the Pavilion was successful: close to 500 people came through.

Young Adult Report: Craft nights and other live programming.

Adult Department: Livestream with a Roots musician who owns and plays all kinds of string instruments. He had close to 200 viewers of the Livestream. It is still available to view.

4. Upcoming Events:

- Online programming, adult book club is meeting in person, and then the summer reading kickoff (see below).

5. Grants

- P&G Grant has been submitted.

6. SHARE Cloud Library Report:

- Decided not to purchase e-magazines through them because it was really expensive. E-magazine circulation is pretty low.

7. Illinois Heartland Library System

- They are ending the system-wide materials quarantine tomorrow, April 13. This will speed up delivery.
- They're getting a new phone system so all the phone calls come through the computer so they can answer even if they're working remotely.

Committee Reports:

1. Personnel: One of our staff members has tested positive for COVID. Health department says no one besides the individual needs to be quarantined because they have worn masks and social distanced. Tomorrow, April 13 there will be interviews for the Library 1 position that has been open for a while.
2. Building & Grounds: In order to prevent future mold problems, all the mulch and landscape fabric needs to be removed around the building. Chris Sollers is going to do it at no charge for us in the next couple of weeks. He says he will come monthly to weed as needed.
3. Finance: Nothing new to report.
4. Friends of the Library: They met for the first time in 15 months on March 23. Tim Jarvis is going to run 5k color run to kick off Summer Reading. The Friends have funded this. Saturday, May 29 at 9 a.m. The next book sale is scheduled for August 13-14. Also another sale in November. They also elected their officers for the upcoming year.
5. Technology: In November there were 13 hard drives purchased with the understanding that that would speed up the staff computers. 3 got installed and the other 10 had not. They are now working to install the rest. Papercut software that the patrons use to print to the printer has been slightly improved. It's supposed to be self service but it is not intuitive and requires help from the staff every time.

Unfinished Business:

1. Aikman Trust Project Update: Still not 100% completed yet. Did get the doors installed upstairs, they ordered the glass for the sides of the doors. After they get that they're going to re-seal the wood and then they will be done.
2. HVAC update: They met with all the contractors last week. They are on track, everything is going well.
3. Statement of Economic Interest: All board members are in the process of completing this.

New Business:

1. Payment of February and March 2021 bills: A motion was made by Jon Musgrave and seconded by John O'Keefe to pay the February and March 2021 bills. All were in favor and the motion passed.
2. Nonresident Fee Participation and Fee for FY 2022: A motion was made by Linda Walker and seconded by Andrew Wilson to participate in the nonresident fee program and to keep the nonresident fee at \$112.50 per year. All except John O'Keefe were in favor and the motion passed.
3. The next meeting will be Monday, May 10, 2021.

Adjournment: John O'Keefe made a motion to adjourn at 7:10, second by Jenna Griffith, all were in favor.