

**MARION CARNEGIE LIBRARY
BOARD OF TRUSTEES MEETING
6:30 p.m., Monday, May 9, 2022**

Call to Order - meeting started at 6:30.

Roll Call

Present:

Andrea Bradley
Twila Couey
Jenna Griffith -6:35
Carolyn Loving
Dr. John O'Keefe
George Trammell
Kim Walker
Linda Walker
Andrew Wilson - Absent
Loretta Broomfield - Director

Recognition of Visitors:

None

Minutes:

There was a motion made by Linda Walker seconded by Dr. John O'Keefe to approve the April minutes. All were in favor and the motion passed.

Financial Statement:

Loretta reported that about 92% of the budget has been spent at this point. A motion was made by Andrea Bradley and seconded by Twila Couey to accept the budget as presented. All were in favor and the motion passed.

Director's Report:

- Loretta reported that she and Kelly did interviews for open positions.
- Loretta reported that she and staff meet with representatives from the city to discuss the library's role in the city's Very Merry Festivities.
- Loretta reported that she and staff spent time planning for the reopening of the Carnegie Commons coffee area.
- Loretta and the staff are planning for the Summer Reading 5K kick off on May 28th.

1. Circulation & Traffic Report - Loretta reported that traffic and circulation was down just a bit from March, but were up from April 2021.
2. Department Activities Summary
 - Children's Department Report:* Shelly reported 445 participants in activities and the story hours during April. Highlights included the LEGO club, Playroom Playdate as well as many story hours
 - Teen Report:* Caitlin reported that she had 77 people for April- activities that included 3 craft nights, 1 PNG/STEAM program and 5 game days. Projects included creating "fluffy oobleck", and building robotic hedgehogs.

Adult Services Report: Kelly reported that the month of April was filled with lots of training and a craft of making note cards. The book club read *The Chicken Sisters* by k.J. DellAntonia.

Coordinator of Library Services: Keith reported that the grant supervisor from the State of Illinois came to the library to review the PNG grant. Keith attended the "Reaching Forward South" conference and helped plan for summer reading.

3. Coming events: The staff is planning and organizing for summer reading.
4. *Grants*: Loretta reported that the state visited to review progress of the PNG grant, it went well.
5. Illinois Heartland Library System - Loretta reported the system is offering some online webinars for its members.

Illinois State Library Council

- no report

Committee Reports:

1. Personnel: Loretta reported that they have been conducting interviews for a new shelver.
2. Building & Grounds: Several jobs have been completed around the build including: painting of the office walls, installing shelving in the Friends book sale area and installing a new door opener on the front door.
3. Finance: None
4. Friends of the Library – The next book sale will be in August.
5. Technology: none

Unfinished Business

1. none

New Business:

1. Election of new officers at next meeting
 - a. A committee was formed and will meet prior to the June meeting.
2. Payment of bills
 - a. A motion was made by Dr. O'Keefe and seconded by Kimberly Walker to pay the April bills. All were in favor and the motion passed.
4. Next meeting is June 13th, 2022
5. Adjournment
 - a. A motion was made at 6:50 by Dr. John O'Keefe to adjourn, it was seconded by Linda Walker.

-respectfully submitted by Jenna Griffith, Secretary