

**MARION CARNEGIE LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES
6:30 p.m., Monday, October 16th, 2023**

Call to Order - meeting started at 6:30.

Roll Call

Present:

Steve Aschieris
Andrea Bradley
Twila Couey
Jenna Griffith
Carolyn Loving
Dr. John O'Keefe - absent
George Trammell
Kim Walker - resigned
Linda Walker
Loretta Broomfield - Director

Recognition of Visitors:

The board recognized Jane Otte, Keith Robinson and Kelly McMullen.

Consent Agenda (Minutes, Financial Statement, Department Activities & Circulation):

There was a motion made by Linda Walker to approve the Consent Agenda, it received a 2nd, all were in favor and the motion passed.

Director's Report:

- Loretta reported that she attended a Reaching Forward South Conference planning committee meeting.
- Loretta reported that she met with Shandra Sylwester from John A. Logan College regarding ways the literacy program could work with Marion Library.
- Loretta reported that several staff met with a representative of the Astronomical Association of Southern Illinois to review basic instructions on how to use the new telescope purchased by the Friends of the Library.
- Loretta reported that the staff instruction day on October 9th was a success.

Committee Reports:

1. Personnel: Kailey Murphy & Madi Short were appointed to a new policy review committee and will work with Loretta to review and revise policies and sections of the Employee Handbook.
2. Building & Grounds: The fire alarms and elevator were inspected and found in need of updating.
3. Finance: None
4. Friends of the Library – The last book sale of the year will be November 3rd & 4th.
5. Technology: Protek finished about 90% of the video surveillance camera installation.

Unfinished Business

1. Electronic Sign
A motion was made by Carolyn Loving to delay the consideration of the electronic sign at this time. A second was made, all were in favor and the motion passed.

New Business:

1. Vacant Board Seat
Names were suggested for consideration. George will contact those individuals.
2. Election of Treasurer – Tabled till next month
3. Policies and Employee Handbook Review
A motion was made by Steve Aschieris to accept the changes as presented. All were in favor and the motion passed.
4. Payment of September 2023 bills.
A motion was made by Linda Walker to pay September bills, the motion received a 2nd, all were in favor and the motion passed.
5. Next meeting is November 13, 2023
6. Adjournment
A motion was made by Steve Aschieris to adjourn, it was seconded, all were in favor and the motion passed.

-respectfully submitted by Jenna Griffith, Secretary