

**MARION CARNEGIE LIBRARY  
BOARD OF TRUSTEES MEETING  
MINUTES  
6:30 p.m., Monday, November 13, 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  
Linda Walker  
Loretta Broomfield - Director

**Recognition of Visitors:**

The board recognized Jane Otte 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 the staff and board holiday potluck will be Tuesday, December 19 at noon
- In October there were four opportunities for trick or treating at the library
- IHLS and ILA are hosting a legislative meet-up on Tuesday, November 28 from 12:30-2:00 in Effingham
- The January board agenda will include a review of *Serving Our Public 4.0* to meet per capita grant requirement for the upcoming year.
- The City's Very Merry Marion festivities will kick off Sunday, November 26 with the parade and many other activities will happen through Christmas. The library will host Season's Readings on Thursday, December 14 from 5-7.

**Committee Reports:**

1. Personnel: Nothing
2. Building & Grounds: Fence around dumpster and recycle bins
3. Finance: Received E-Rate category 2 reimbursement for \$19,924.94

4. Friends of the Library – The last book sale was November 3<sup>rd</sup> & 4<sup>th</sup>. They held a membership drive
5. Technology: Nothing

### **Unfinished Business**

1. Election of Treasurer  
Loretta confirmed with the City's Safety Director that the library treasurer is covered under the City's crime coverage policy through the Illinois Municipal League Risk Management Association. Carolyn Loving will assume the office of Treasurer.

### **New Business:**

1. Policy—Employee Appearance. Tabled until the City approves a City-wide policy to include the library.
2. CD Investments. Andrea Bradley made a motion to retain \$30,000 in the Aikman Trust account and to reinvest the balance in a one-year CD and to invest the entire balance of the second account into a one-year CD. The motion received a second, all were in favor and the motion passed.
3. Payment of the October 2023 bills. Steve Ascheiris made a motion to pay the October bills, the motion received a second, all were in favor and the motion passed.
4. Adjournment. Linda Walker made a motion to adjourn, the motion received a second, all were in favor and the motion passed. Meeting adjourned at 7:08 p.m.

Respectfully submitted by Loretta Broomfield, Library Director