

**MARION CARNEGIE LIBRARY
BOARD OF TRUSTEES MEETING
6:30 p.m., Monday, June 14, 2021**

Call to Order - meeting started at 6:30.

Roll Call

Present:

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

Recognition of Visitors:

none

Minutes:

There was a motion made by Linda Walker seconded by Kimberly Walker to approve the May minutes. All were in favor and the motion passed.

Financial Statement:

Loretta reported that they had just started on the new budget at this point. A motion was made by Andrew Wilson and seconded by DR. O'Keefe to accept the budget as presented. All were in favor and the motion passed.

Director's Report:

- Loretta reported that she had a meeting with Baysinger and Ross regarding the final pay progress and with the HVAC group.
- Loretta reported that 9 staff members attended a CPR and First Aid training.
- Loretta reported that Summer Reading kicked off with a 5K color run - around 200 attended.
IHLS update - happy to report that Jenna Griffith has been elected to the IHLS board
Grants update: The library did not receive the Dollar General summer reading grant. Still waiting to hear on the PNG grant.

Circulation and Traffic Report:

1. Loretta reported that traffic was down a bit, but circulation was up from April. Both circulation and traffic were up from last year. Loretta also gave the annual report including an outstanding visual graphic of all the statistics.

Department Activities Summary:

Children's Department Report: There were 574 patrons who attended both virtual and in person programs during April. Shelly reported that they did a variety of activities including a visit and tour for Marion Unit #2 5th grade

students from Washington school. Shelly has been providing grab and go craft packs for kids.

3. *Teen Report:* Activities of the month included teen craft nights, grab n go crafts, 2 PNG STEAM programs and the summer kick-off. Mande reported that there are currently 8 teen volunteers in the volunteer program.

4. *Adult Services Report:* Kelly reported that they have grab n go activities, Book Club and are preparing for summer reading.

5. *Coordinator of Library Services:* Sarah reported that most of her time revolved around getting ready and launching Summer Reading.

7. *SHARE Cloud Library Report:*

- Total number of items available over 73,438.

Committee Reports:

1. *Personnel:* Loretta reported that Erika Marks is the new office assistant and Elva Prince is now the Coordinator of Business Services.

2. *Building & Grounds:* May maintenance included; annual fire extinguisher inspection, assembling shelving on the main floor and the Young Adult floor as well as getting things ready for summer reading.

3. *Finance:* Loretta reported that they have started to spend on the new year's budget.

4. *Friends of the Library -* the next book sale will be August 13th & 14th.

5. *Technology:* no report

Unfinished Business

1. Bylaws Revisions

New Business:

1. Election of Officers:

- a. The motion was made by Dr. O'keefe to retain the current slate of officers, with the understanding that there is still an opening for secretary, The motion was 2nd by Linda Walker. All were in favor and the motion passed.

2. Vacant Board Seat

a. Names were discussed, Loretta will contact some of the candidates.

3. Annual Report:

- a. Loretta gave the annual report

4. Payment of May 2021 bills

- a. A motion was made by Dr. O'keefe and seconded by Andrew Wilson to pay the May bills. All were in favor and the motion passed.

4. Next meeting is August 9, 2021

Adjournment: Linda Walker made a motion to adjourn at 7:38, 2nd by Dr. O'keefe, all were in favor.

-Submitted by Jenna Griffith