

**MARION CARNEGIE LIBRARY
BOARD OF TRUSTEES MEETING
6:30 p.m., Monday, October 11, 2021**

Call to Order - meeting started at 6:35.

Roll Call

Present:

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

Recognition of Visitors:

None

Minutes:

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

Financial Statement:

Loretta reported that 56.38% of the budget has been spent at this point. A motion was made by Twila Couey and seconded by Carolyn Loving to accept the budget as presented. All were in favor and the motion passed.

Director's Report:

- Loretta reported that she and Mandee conducted interviews for the position of Coordinator of Library Services.
- Loretta reported that the library has entered into an agreement with Hoopla. This service will offer electronic materials including audiobooks, ebooks and movies.
- Loretta reported that the library hosted a Mini Golf Open for Banned Book Week, with stops on each floor. It was very popular and over 150 participated.

1. Circulation & Traffic Report - Loretta reported that traffic and circulation was up for September.
2. Department Activities Summary
Children's Department Report: Shelly reported 299 participants in activities and the story hours during the month. Shelly also assisted with tween crafts and movie times. The big program for the month was the Mini Golf, which the children's department decided to host as a glow course with black lights.

Teen Report: Mandee reported that she had over 50 people for this month's activities that included 3 craft nights, 2 PNG/STEAM programs and the Mini Golf activity.

Adult Services Report: Kelly reported that on the 20th anniversary of September 11th the library hosted a display on the main floor commemorating the event. She also assisted with the IHLS Library Crawl and hosted book club on September 25th.

Coordinator of Library Services: This was the first month on the job for Keith Robinson, the new coordinator. He reported that he attended several trainings as well as assisting Mandee with the STEAM club and helped out with the Mini Golf activity.

3. Coming events: The PNG open lab hours started this week. Other events to highlight in October include; The Story Walk around the square, the Women's Center Glow and Stroll Story Hour and the Halloween Trick or Treat at the Library on October 30th from 1-3pm.

4. *Grants:* Loretta reported that the library received the ARPA job seekers grant for \$20,286. The library will use this money to purchase 10 laptops, 15 hotspots and subscriptions to 3 databases.

5. Illinois Heartland Library System - Loretta reported that IHLS will be launching a share mobile app later this month.

Illinois State Library Report

- no report

Committee Reports:

1. Personnel: Loretta reported that there are several new hires in the building.
2. Building & Grounds: The HVAC project is almost completed.
3. Finance: Loretta reported that there are several CD's that have come up renewal. Loretta gave the choices of what to do with the CD's. There was a motion made by Carolyn Loving and 2nd by Linda Walker to renew the CD's. All were in favor and the motion passed.
4. Friends of the Library – next book sale will be November 19th & 20th.
5. Technology: Loretta is working with Terrance Henry from the city to develop a plan to replace the computers on the main floor a few at a time.

Unfinished Business

1. none

New Business:

1. Per Capita Grant Chapter Reviews (Chapters 6-9)
-The board, under the direction of Loretta, reviewed the chapters above that covered: safety, collection management, resource sharing & public service.
2. Payment of bills
 - a. A motion was made by Dr. O'Keefe and seconded by Andrea Bradley to pay the September bills. All were in favor and the motion passed.
3. Next meeting is November 8, 2021

-respectfully submitted by Jenna Griffith, Secretary