

**MARION CARNEGIE LIBRARY
BOARD OF TRUSTEES MEETING
6:30 p.m., Monday August 9, 2021**

Call to Order – meeting started at 6:34 p.m.

Roll Call

Present:

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

Recognition of Visitors: None

New board members, Twila Couey and Carolyn Loving were introduced.

Minutes:

Motion by Linda Walker and seconded by Andrea Bradley to approve the previous minutes. All were in favor and the motion passed.

Financial Statement:

Loretta reported that we just completed the first quarter of the fiscal year and have spent 22.27% of the budget. Motion by Jenna Griffith and seconded by John O’Keefe to accept the budget as presented. All were in favor and the motion passed.

Director’s Report:

- Loretta reported that the 2021 summer reading program was a huge success with 551 individuals participating (400 children, 65 teens and 86 adults).
- Staff have begun planning activities for National Library Card Sign-Up Month and Banned Books Week.
- IHLS Update: Jenna Griffith attended her first IHLS board meeting in July.
- Grants Update: The library applied for a NASA @ My Library Grant. Sarah and Loretta are working on applications for three grants from the Illinois State Library from the American Recovery Plan Act (ARPA). The ISL grants are focused on obtaining new desktop computers, laptops, mobile hotspots, and other technology for patron use as well as a large tent to use for outdoor programming and some career and employment software. The grant recipients should be

named sometime in September. The library was awarded a PNG grant from ISL in the amount of \$33,116.

Circulation and Traffic Report:

Loretta reported that the only area not up from May was the Cloud Library. Circulation from June to July was down only slightly. We have issued 39 student non-resident cards.

Department Activities Summary:

Children's Department: The past two months were filled with summer reading, campers from the HUB, grab-and-go crafts, a story walk, and student tours. The final reading celebration was at the Pavilion with Rainbow Fish! It was a busy, fun summer.

Young Adult Department: The summer was filled with reading challenges, crafts, movies, activities, STEAM, quidditch, and lots of fun. The final YA summer reading party had a fun, "Among Us" theme.

Adult Department: Summer reading programming started off with a mural walk with Josh Benson. There was a Bingo reading challenge, other craft activities, a tour of Mandala Gardens, and a final program with LEAF Food Hub to discuss sustainability and local foods.

Coordinator of Library Services: Continuing with the summer reading program theme, Sarah reported that she worked on marketing the summer programs and highlighted the sponsors and partners. Sarah also spearheaded the initial planning for National Library Card Sign-up Month and Banded Books week in September.

Committee Reports:

Personnel: We have had some staff turnover lately. A full-time Librarian I resigned. This position will be filled with two part-time staff to simplify the scheduling process. One of our part-time shelvers was moved into one of the part-time Librarian I positions, leaving another vacancy. Our Coordinator of Library Services recently resigned and will be taking directorship at a different library. In the coming weeks, Loretta will be holding interviews for Librarian I, Library Assistant/Shelver, Coordinator of Library Services, and PNG Mentor.

Building & Grounds: HVAC project is close to being completed but is running behind. It was expected to be completed in June.

Finance: Nothing new to report.

Friends of the Library: Friends will meet tomorrow night (8/19/21) to finalize details of the book sale later this week, 8/13/21 and 8/14/21. Friends President, and new board member, Carolyn Loving, brought membership applications for those interested in joining.

Technology: Loretta and Sarah have been working closely with Terance to write the ARPA grants from ISL. If awarded, the ARPA grants will provide new computers and technology for the library.

Unfinished Business:

John O'Keefe made a motion to approve the revised bylaws. The motion was seconded by Linda Walker and all were in favor and the motion passed.

New Business:

Election of Officers. All officers except secretary were elected at the previous meeting. Jenna Griffith volunteered to be secretary.

Payment of June and July 2021 bills. A motion was made by Andrew Wilson and seconded by Andrea Bradley to pay the June and July 2021 bills. All were in favor and the motion passed.

The next meeting is September 13, 2021.

Andrew Wilson mentioned that a patron had contacted him to express concern about material in the children's department. Loretta had also had a similar conversation with a patron and a mutually agreeable resolution was reached.

Adjournment: John O'Keefe made a motion to adjourn at 7:22 p.m and the motion was seconded by Linda Walker. All were in favor and the motion passed.

Respectfully Submitted by Loretta Broomfield, Director