

**MARION CARNEGIE LIBRARY  
BOARD OF TRUSTEES MEETING  
6:30 p.m., Monday, August 14, 2023**

Call to Order - meeting started at 6:30.

Roll Call

Present:

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

**Recognition of Visitors:**

There were 13 visitors in attendance. Four visitors spoke during public comment.

**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:**

- The annual summer reading program was a success with details later in the agenda.
- STAR Net has provided 2,000 free solar eclipse viewing glasses for the April 2024 eclipse.
- The Friends will be purchasing a telescope from the Astronomical Association of Southern Illinois' Telescopes in Libraries Program. AASI hardens telescopes by adding lens cap tethers and stoppers for knobs. They also provide a constellation guidebook and an instruction manual. In addition, they offer free routine maintenance and adjustments as well as public programming. Patrons will be able to borrow the telescope.
- Planning for the staff development day on October 9 is underway.
- Loretta provided a summary of summer reading. The library collaborated with 40-50 local individuals and businesses. About 650 individuals registered for summer reading.
- Loretta provided a recap of the Illinois Public Library Annual Report that was submitted to the Illinois State Library.
- Loretta provided a summary of the responses received from the community survey conducted in May.

**Committee Reports:**

1. Personnel: Nicole Young started in June as part-time library assistant.
2. Building & Grounds: Loretta is investigating the possibility of purchasing a new electronic sign for the library. Loretta will try to obtain some graphic renderings to show neighbors. Carolyn Loving made a motion to seek input from South Market Street neighbors by scheduling a meeting. If a majority of those in attendance are in favor of the sign, Aikman funds may be used to purchase a sign. If the majority of those in attendance are not in favor, a sign will not be purchased at this time. A second was received. Linda Walker, yes; Carolyn Loving, yes; Andrea Bradley, yes; Steve Aschieris, yes; John O'Keefe, yes; Twila Couey, no; George Trammell, no.
3. Finance: We received the annual per capita payment.
4. Friends of the Library – The book sale was August 11 and 12 and the next sale will be in November.
5. Technology: Some of the equipment ordered through the E-Rate program has been delivered and installed.

**Unfinished Business:** None

**New Business:**

1. Policies and Employee Handbook Review (first reading). The section on Children's Department and Young Adult Department will be reviewed and discussed at the next meeting.
2. Patron Conduct Policy (vaping, service animals, food/drink and bags). A motion was made by Dr. O'Keefe to approve the suggested changes with the policy as presented. The motion received a second. All were in favor and the motion passed.
3. Payment of June and July 2023 Bills. A motion was made by Dr. O'Keefe and second was made to pay the June and July bills. All were in favor and the motion passed.
4. Next meeting is September 11, 2023
7. Adjournment. Linda Walker made a motion to adjourn. The motion was seconded. All were in favor and the motion passed. Adjourned 7:40 p.m.

-Respectfully submitted by Loretta Broomfield, Library Director