

MARION CARNEGIE LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
6:30 P.M., Monday, March 11, 2024

Carolyn Loving called the meeting to order at 6:30 p.m.

Roll Call:

Present:

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

Recognition of Visitors:

There were five visitors in attendance.

Consent Agenda (Minutes, Financial Statement, Department Activities & Circulation):

Linda Walker made a motion to approve the Consent Agenda as presented. It received a second, all were in favor and the motion passed.

Director's Report:

- Loretta reported the City is working with organizers of the Veterans on Parade group to bring, "Marion Stands with Veterans" to the downtown area on September 7, 2024.
- Loretta reported the library is a founding member of Read SI: Literacy for Little Learners. This includes other partners working to bring the Dolly Parton Imagination Library to 17 southern Illinois counties.
- Loretta and several other staff members attended IHLS Member Day virtually.
- Loretta took the telescope to Longfellow Elementary School to demonstrate to the kindergarten classes. This was by invitation of Jenna Griffith and the MHS Library Club for a grant.
- Loretta submitted the E-Rate form accepting a service quote for faster internet service. Our E-Rate discount is 80%.
- Loretta reported that due to some concerns about the validity of the online company, she did not order the costumes approved at the February board meeting. She did order a less expensive Olaf costume from Amazon.

Committee Reports:

1. Personnel: Two Librarian I resignations since the last board meeting. Interviews scheduled for 3/12 to fill these positions.
2. Building and Grounds:
 - Elevator pit repair work is complete.
 - The new alarm system has been installed and connected but a software update is needed to try to resolve an issue with the alert light in the elevator.
 - Next month PNG will be adding an outdoor reading area to the back lawn.
3. Finance: A copy of the budget was presented. Loretta met with the Treasurer and Mayor's Chief of Staff on March 6 to review the library's budget proposal. The budget increase is primarily due to payroll and rising minimum wage.
4. Friends of the Library: The Friends meeting is 3/12 and the book sale is 3/15 and 16.
5. Technology: Desktop computers have been ordered to replace several outdated patron desktop computers. This is a budgeted item. Per the recommendation of IT Director, Loretta applied for increased internet speed on the E-Rate application.

Unfinished Business: None

New Business:

1. Loretta requested to form a committee of 2-3 trustees to help draft the library's succession plan.
1. Andrea Bradley made a motion to require a parent or legal guardian to sign the patron registration form of any child under age 18. The motion received a second, all were in favor and the motion passed.
2. Linda Walker made a motion to pay the February 2024 bills. The motion received a second, all were in favor and the motion passed.
3. The next meeting will be April 8, 2024 at 6:30.
4. Adjournment: A motion was made by Steve Aschieris to adjourn at 6:55 p.m. The motion received a second, all were in favor and the motion passed.

Respectfully submitted by Loretta Broomfield, Library Director