

**MARION CARNEGIE LIBRARY
BOARD OF TRUSTEES MEETING
6:30 p.m., Monday, May 12, 2025**

Call to Order – George Trammell called the meeting to order at 6:30 pm.

Roll Call

Present:

Andrea Bradley
Twila Couey
Jenna Griffith
Phyllis Landwehr
Carolyn Loving
Sue Ella Rhine
Roderick Throgmorton
George Trammell
Linda Walker - absent
Loretta Broomfield – Director

Recognition of Visitors:

There were five visitors.

Public Comment: None.

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

Phyllis Landwehr made a motion to approve the Consent Agenda, 2nd by Andrea Bradley, all were in favor and the motion carried.

Director's Report:

Loretta reported that April was the last month of the fiscal year and our overall annual expenses were under budget at 94%.

The summer reading kick off will be June 2 and there will be several “all ages” programs this year.

Five staff members attended the Reaching Forward South Conference in Effingham.

One of our full time Library Assistants resigned. Kelly and Loretta have conducted interviews.

As a follow up to the April meeting, temporary signs were added to the restroom doors, encouraging parents to accompany their children. Loretta consulted the City Attorney for suggested wording.

Loretta reported several building related issues with the alarm system, elevator, and a brief power outage. All issues have been addressed.

Committee Reports:

1. Personnel: In the process of hiring a new Library Assistant.

2. Library Services Coordinator resigned very abruptly in late April. Due to the added activity of summer reading and onboarding a new Library Assistant, Loretta decided to wait until after summer reading to fill that position. In the meantime, those responsibilities will be split between Loretta and several other staff members.
3. Building and Grounds: All covered in the "Director's Report" section.
4. Finance: The FY 2026 budget was approved by City Council on 4/28/25.
5. Friends: The next book sale will be May 30 and 31.
6. Technology: Nothing to report.

Unfinished Business:

1. None

New Business:

1. Andrea Bradley made a motion to continue participating in the non-resident card program and to use the mathematical formula to keep the non-resident fee at \$112.50, 2nd by Roderick Throgmorton, all were in favor and the motion carried.
2. Sue Ella Rhine made a motion to approve the payment of the April 2025 bills, 2nd by Carolyn Loving, all were in favor and the motion carried.
3. The next meeting is June 9, 2025.
4. Carolyn Loving made a motion to adjourn, 2nd by Roderick Throgmorton, all were in favor and the motion carried. The meeting adjourned at 6:51 p.m.

Respectfully submitted by Loretta Broomfield, Director