

**MARION CARNEGIE LIBRARY**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**6:30 PM     Monday, October 20, 2025**

George Trammell called the meeting to order at 6:30 PM.

**Roll Call:**

Present:

Andrea Bradley  
Matt Colboth  
Twila Couey  
Jenna Griffith  
Phyllis Landwehr  
Carolyn Loving  
Roderick Throgmorton  
George Trammell  
Linda Walker  
Loretta Broomfield, Director

**Recognition of Visitors and Visitor Comments:**

There were three (3) visitors. There were no visitor comments.

**Consent Agenda: (Minutes, Financial Statement, Department Activities, and Circulation Report)**

George Trammell asked that the minutes be removed from the Consent Agenda for a correction. The motion to remove the minutes and approve the Consent Agenda with the exception of the minutes was made by Carolyn Loving and seconded by Andrea Bradley. The motion carried with all in favor.

The correction to the minutes was made to report that George Trammell is not part of the Search Committee for the new Director, and that the members are Andrea Bradley, Matt Colboth, and Jenna Griffith. Andrea Bradley made the motion to accept the corrected minutes, and it was seconded by Matt Colboth. The motion carried with all in favor.

**Director's Report:**

1. The status of the PNG Grant is on hold due to the federal shutdown.
2. Libby, the online reading app has been well received with only one complaint about discontinuing Hoopla. Bills for Libby will appear on the reports as OverDrive.
3. The library picked up 50 new patrons during National Library Signup Month (September), and it is a 53% increase from last September, and 19% higher than the monthly average this year.

4. Staff Day on October 13 was successful, though the Narcan training, which is required by the state effective January 2026 will have to be rescheduled as the presenter was not able to attend.

#### **Committee Reports:**

1. **Personnel:** The Search Committee is working on the new Director replacement.
2. **Building and Grounds:** Landscaping has been done and looks good. There is also a need to find a regular lawn care service. H & L Holiday Lighting has been hired to provide holiday lighting on the building on the Market Street side, and money for this is in the budget. There was also some minor flooding, and Reynolds Roofing assessed that it was a minor gutter problem, and repaired it at that same time.
3. **Finance:** None
4. **Friends of the Library:** Bookmarks for 2026 are ready and will be distributed at the next book sale which is November 21 and 22. The 2026 Membership Drive will begin at this book sale.
5. **Technology:** IT has upgraded all computers in the building to Windows 11.

**Unfinished Business:** None

#### **New Business:**

1. The following items were proposed to be purchased from various retailers using Aikman Funds that are available for this year: Picture books, wooden train set, outdoor canopies, storytelling kits, tunnel climber, and washer/dryer combination. The purchase amount is \$5308. A decision to purchase new flooring for the Tech Lab was deferred until a new Director can oversee this action. A motion to approve the purchase the above items without flooring was made by Jenna Griffith and seconded by Andrea Bradley. The motion carried with all in favor.
2. Payment of the 2025 bills that are due in October: A motion was made by Carolyn Loving and seconded by Roderick Throgmorton to approve payment of the bills. All were in favor, and the motion carried.
3. The next meeting is Monday, November 10 at 6:30 PM. The motion to adjourn was made by Jenna Griffith, seconded by Linda Walker, with all in favor. The meeting adjourned at 6:55 PM.

**Respectfully submitted:** Phyllis Landwehr, Secretary