

**STINSON MEMORIAL PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

Date: July 31, 2023

Time: 5:00 PM

Location: Stinson Memorial Public Library Auditorium

The meeting was called to order at 5:02 p.m. by Don Burnett.

Members Present: Don Burnett, Marilyn Keller, Misty Yates, Shirley Harris, and Dee Blakely.

Absent were: Jan Hunter, John Hughey

Also present, Sarah Watkins, Library Director

Visitors: Rose Hogan, Decennial

Committee

MOTION MADE BY HARRIS SECONDED BY KELLER to approve the June minutes.
Motion passed.

MOTION MADE BY KELLER SECONDED BY BLAKELY to approve the June Treasurer's Report. **Motion passed.**

MOTION MADE BY BLAKELY, SECONDED BY YATES to approve June 2023 bills.
Motion passed.

The following items from the agenda were presented:

1. **MOTION MADE BY HARRIS, SECONDED BY KELLER** to approve Budget and Appropriations FY24 Ordinance. **Motion passed.**
2. **MOTION MADE BY BLAKELY, SECONDED BY HARRIS** to approve Buildings and Maintenance FY24 Ordinance. **Motion passed.**
3. Decennial Committee Meeting
 - a. Present were D. Burnett, R. Hogan, D. Blakely, M. Keller, M. Yates, S. Watkins. Absent were J. Hughey, J. Hunter and A. Stanley
 - b. Community and staff feedback was reviewed and discussed, Committee input was requested to complete report.
 - c. Next committee meeting to take place on Monday, September 25.

4. Sarah reported on the PNG grant. \$20,000 awarded and a budget summary presented. **MOTION MADE BY BLAKLY, SECONDED BY HARRIS** transfer funds into revolving fund for grant purposed. **Motion passed.**
5. IT Service Quotes were discussed. Sarah asked to go with Lazerware's original quote which recommended updating hardware and services from the start of their contract. **MOTION MADE BY HARRIS, SECONDED BY KELLER** to accept bid as presented. **Motion Passed.**
6. **MOTION MADE BY KELLER , SECONDED BY BLAKELY** to update circulation policy to include technology and sports equipment kits. **Motion Passed.**
7. **MOTION MADE BY HARRIS, SECONDED BY BLAKLEY** to create 2 new library staff positions. **Motion passed.**
8. Harris and Blakely volunteered to audit SMPLD's FY23 Board Meeting Minutes for the annual IPLAR.
9. Director's Report - Sarah gave director's report including circulation statistics, programs, outreach, grants and awards.
10. Friends Report – Marilyn reported the Friends raised \$885.95 during the Annabelle Fest book sale.
11. Closed Session: For the purpose of personnel employment, compensation, discipline, performance, resignation, dismissal, and/or pending or potential litigation.
YES
12. **MOTION MADE BY KELLER, SECONDED BY HARRIS** to enter closed session at 6:01 p.m. **Motion passed.**
13. **MOTION MADE BY BLAKELY, SECONDED BY KELLER** to leave closed session at 6:07 p.m. **Motion passed.**
14. **MOTION MADE BY BLAKELY, SECONDED BY HARRIS** to adjourn at 6:10 p.m. **Motion carried.**

Don Burnett, President

Misty Yates, Secretary