

**MINUTES OF THE BELL MEMORIAL PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
MONDAY, MAY 21, 2018
6:30 p.m. Local Time**

CALL TO ORDER

The meeting was called to order by President Honey Kuhn at 6:30 p.m.

PRESENT

Honey Kuhn, Dick Webb, Sandi Schaeffer, Jill Gross, Kylene Crabb, Larry Yeiter, Lee Ann Rock and Stephen Boggs.

MINUTES

Moved by Jill Gross and seconded by Dick Webb that the minutes of the April meeting be adopted. Carried.

PUBLIC COMMENTS

TREASURERS REPORT

Filed for audit by Stephen Boggs.

CHILDREN'S DEPARTMENT REPORT

The children's department has been a busy place. The room is decorated for summer reading club. Kindergarten and preschool classes are visiting this week for a story, activity, and information about summer reading club. Prizes are gathered and are just waiting on readers!

Story time attendance has been up - with as many as eight children in attendance each Friday.

I have completed by Junior Achievement instruction at Akron. I also participated in JA in a day at TVMS on May 4.

PROGRAMMING/YOUNG ADULT REPORT

No teen activities for this month as we were preparing for our summer reading program.

Creative Corner had no participants for this month.

Summer reading prizes are all organized and labeled in the large kitchen. Canvas bags have been filled with reading logs and guidelines for this years SRP. Registration cards are paper clipped to the front of each bag. There are 3 stacks of bags set up on the back counter behind the main circulation desk with a tent card indicating who each stack of bags belong to.

MAINTENANCE

1. Agreement signed with Quine to replace all of the gas lines on the roof.
2. Repairs for electric switch and other electrical items should begin shortly.
3. Made contact with Ryan Costello regarding mulching the Reading Garden. Cost will be @\$350.00. We also discussed the area toward the street side of the building and he said he may be able to do it August/September, but if I were able to arrange removal of the pea gravel it would certainly save us money.
4. Will be hiring a person to assist with maintaining the Reading Garden.

DIRECTOR'S REPORT

1. Received a supplemental distribution via County Auditor. Generally these distributions are directed to be deposited into our Rainy Day Fund. Directions on this one denote that they can be deposited into our General Fund. Amount was \$16,227.33. No action necessary.

2. Director is investigating contracting with a service called "Hoopla." This service: "**What is Hoopla?** A digital service that allows patrons access to over 610K + titles across Movie, Television, ebook, Audiobook, Comics/Graphic Novels, and Music CD formats. Patrons borrow and enjoy content with no holds or waiting periods. Patrons can access hoopla on a web browser, smart device, tablet, or set top boxes (Apple TV, Android TV, Amazon Fire TV, Chromecast, or Roku) to download or stream content."

Attached were two documents describing the service.

Discussion: Is there a catalog available of items offered (not interested in old and out-of-date titles)? Is a free/fee trial available?, Cost comparison to current e-book provider? Director to investigate and report findings.

3. Beginning to look at figures for 2019 budgets.

4. Training/procedures as well as Long Range Plan (as well as Technology Plan) are being worked on.

5. Pamphlets et. al. have been prepared for distribution at Mentone Elementary for the Summer Reading Program.

6. SB JA in-a-day

UNFINISHED BUSINESS

1. Discussion held regarding conflicts to scheduling a meeting in December. Moved by Jill Gross and seconded by Dick Webb to cancel the December meeting. Carried.

Note: Director will see to it that any year end action required be handled at the November meeting. Claims will be reviewed at the January meeting.

NEW BUSINESS

1. Trustees to review building for maintenance issues. Will have printout of recent list of maintenance items for you to look at.

OTHER BUSINESS

PAYMENT OF CLAIMS

Moved by Jill Gross and seconded by Larry Yeiter that payroll claims be allowed. Carried.

ADJOURNMENT

Meeting was adjourned at 7:15 to allow Trustees to do a maintenance walk through of the grounds and the building.

Honey Kuhn President

Sandi Schaeffer, Secretary