

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

CALL TO ORDER

Meeting was called to order at 6:30 p.m.

PRESENT

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

MINUTES

Moved by Larry Yeiter and seconded by Dick Webb to adopt the minutes of the June meeting. Carried.

PUBLIC COMMENTS

TREASURERS REPORT

Filed for audit by Stephen Boggs.

CHILDREN'S DEPARTMENT REPORT

July has been a crazy busy time in the children's department. We finished up summer reading club. About 50 children signed up and about 30 of them actively participated. Of those 30, about 20 completed all the goals for the program. The pizza party was held on July 14. About 30 children and parents attended. We ate pizza, watched a movie and had a drawing for summer toys.

We have also spent time rearranging the children's room. There are still some things to work out but we seem to be utilizing the space better.

I led the adult craft night in July. Five ladies made the watermelon wreath. I made a wreath for one patron who was unable to attend. The August craft will be an apple door hanging.

PROGRAMMING/YOUNG ADULT REPORT

Summer Reading Program was a big success! I had a very good turn out and about 50% participation from both the teen and adult programs. The prizes were well liked by all who received them. The crafts were a favorite among the teens who participated. ? There is a 1st, 2nd and 3rd place winner in the adult category and I will be finalizing and getting those prize baskets out soon.

Inspirational Rock Painting: Week 4 Activity (Thursday, June 28th) had 7 teens in attendance.

We had no activities during the week of July 4th.

Rock Pictures: Week 6 Activity (Thursday, July 12th) had 2 teens in attendance.

Creative Corner: Watermelon Fabric Wreath had 5 ladies in attendance.

Summer Reading Program Pizza Party: Friday, July 20th). We threw a pizza, popcorn and movie party for all of the kids and teens who completed the Summer Reading Program. Kids who finished received an invitation to attend. We had a total of 30 kids participate. "A Wrinkle In Time" was shown.

MAINTENANCE

Tech. Time – @ 12 Hours

1. Replaced 2 thermostats. One for Senior Center one for Meeting Room, both were fried.
2. Moved desk in Children's Department to stage area, relocated sofa etc.
3. Purchased 2 "play" carpets for the Children's Department. One kept for spare.
4. Due to issues with current plastic folding chairs, have removed them from meeting room and moved in the better quality blue chairs.
5. Purchased new matching end tables, 3 lamps, 2 ottomans. One ottoman is in the "j" section, the other is in the mezzanine in-front-of the sofa along with the lamps and end tables. Also purchased tall bookcases for media (running short of room) and 3 short bookcases (displays).
6. Have purchased two chairs to replace the sofa in the Children's Department.

7. Status of current projects:

Cove base/carpet near magazines – cove base, pant and adhesive purchased.

White board to Large Conference Room – done

Clean carpet in Large Conference Room – done

Mezzanine – mostly complete for the moment

Children's Department – in progress – moved circulation desk and file cabinets to stage area. Sofa, play table etc. moved to area near bulletin board. Working on temporary wall art until we decide about carpet and shelving.

Stage could be left, but if we ever have an employee for that department with mobility issues, the desk would either have to be moved or the stage removed.

Will work with Sharon on carpet samples prior to the next meeting and have options for your consideration.

"J" section – in progress – have removed metal shelves and one table – chairs, ottoman etc. purchased and in place. Future plan to install shelving under the windows is NOT recommended due to space issues.

8. Plantings and Reading Garden. Every-other-day watering kept the plantings toward the front of the building alive, constant weeding is keeping the areas looking presentable. We need to consider a position for landscaping maintenance in 2019 so it isn't such a hit/miss operation.

DIRECTOR'S REPORT

1. Finalizing budget for 2019. We meet with our Field Representative on Friday, August 17. Director will provide a general overview, no big changes.
2. Documents signed for accounting program.
3. Documents signed for new server.

UNFINISHED BUSINESS

1. Hoopla. Some staff have tried and liked – Director recommends to proceed with subscription. All agreed to proceed.

NEW BUSINESS

OTHER BUSINESS

1. Director requested the following items be declared as excess and be sold or donated to another not-for-profit entity:

- Sofa in children's department
- Old green chairs in Young Adult Dept.
- Old rose colored sofa in Mezzanine
- Old computer desks with glass tops
- Old end table.

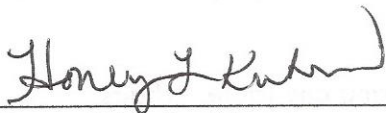
Moved by Jill Gross and seconded by Dick Webb. Carried.

PAYMENT OF CLAIMS

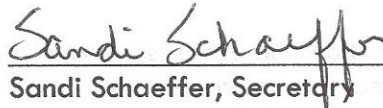
Moved by Jill Gross and seconded by Kyleene Crabb to pay claims. Carried.

ADJOURNMENT

Meeting adjourned at 7:15.



Honey Kuhn, President



Sandi Schaeffer, Secretary