

**MINUTES OF THE
BELL MEMORIAL PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
MONDAY, MAY 20, 2019
6:30 p.m. Local Time**

AGENDA

CALL TO ORDER

The meeting was called to order by President Dick Webb.

PRESENT

Dick Webb, Larry Yeiter, Sandi Schaeffer, Tiffany Webb, Lee Ann Rock and Stephen Boggs.

MINUTES

Moved by Sandi Schaeffer and seconded by Larry Yeiter that the minutes of the April meeting be approved. Carried.

PUBLIC COMMENTS

None.

TREASURERS REPORT

We need a formal resolution noting that Lee Ann is the Treasurer and for Lee Ann and Deb to sign at Lake City Bank as signatories. Dick Webb signed.

We also need for Sandy to sign an affidavit at Horizon bank (SB double checking). Dick Webb signed the Board's affidavit and a copy of the minutes were provided.

Questions were posed on two claims, Director will look at.

Director also noted some potential software glitches in the Appropriation Report (0.00 across all lines etc.) Will investigate and report.

CHILDREN'S DEPARTMENT REPORT

I have been very busy preparing for Summer Reading Club. Bulletin boards and displays are being created. Prizes and activities are being planned and organized. I am meeting with 9 groups from the elementary this week. I will read them a couple books and tell them about summer reading opportunities.

This week was the last story time until after summer reading club ends. Two to 4 children have been in attendance each week.

PROGRAMMING

Gearing up for summer reading program; advertised in the papers as to when sign up begins and what activities are taking place.

Creative Corner takes place on Thurs, May 23rd.

YOUNG ADULT REPORT

May 9th I had a Twilight Zone night for the teens. We watched a few episodes of the 80's television series, discussed them, and ate snacks. I had 6 teens total, one boy I had not met before so I asked how he heard about the program and he said he saw a flier at his school!

May 21st I'll be having Teen Book Club, I'll include more info in the next report.

MAINTENANCE

1. Have carpet sample for the committee to examine. Would like to start the children's room project as soon as possible after July 13. Will need 30-40 day lead time for furnishings and carpet, removal of stage and removal of cabinets.



Director has emptied shelving in the storage room that we will use to begin loading the children's books onto to begin the moving process.

After a discussion the Director will contact representatives at Design Collaborative for a proposal on assisting with the project. They will also be provided with information regarding images that Trustees looked at and found inspirational for our purposes.

2. Would like to create a small "Makerspace" in a section of the YA room after the children's room project is complete. Director will have some examples of Makerspaces in other Libraries and schools at the meeting.

3. Cleaned all roof drains.

4. Sara Davis is doing a fantastic job in the Reading Garden.

DIRECTOR'S REPORT

1. Microsoft will be discontinuing support for Windows 7 sometime in 2020. Director working on the viability of upgrading some of the current computers and will request

replacements in a few months.

Noting the cessation of support for Windows 7, Director will be looking into the potential of upgrading existing staff/patron workstations and searching for effective replacement machines. Some low use machines will begin using the Linux Operating System.

2. Wireless receiver/transmitter for sign malfunctioned and is no longer sold or supported. We contracted with a company in Warsaw for an upgraded transmitter and to install a new receiver on the sign. Ability to update sign is now 300% better.

3. Due to space necessities Director has started a booksale to clear out donated and withdrawn titles.

UNFINISHED BUSINESS

NEW BUSINESS

OTHER BUSINESS

PAYMENT OF CLAIMS

Moved by Sandi Schaeffer and seconded by Tiffany Waldo that the claims be allowed.
Carried.

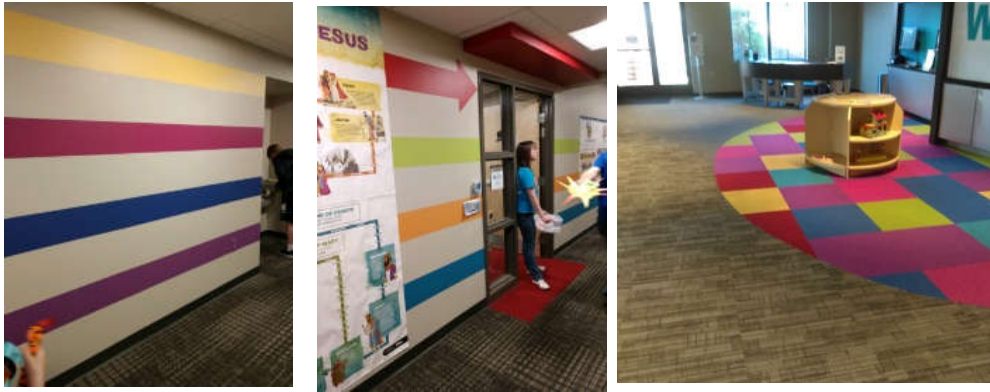
ADJOURNMENT

Meeting adjourned at 7:02 p.m.

Dick Webb, President

Sandi Schaeffer, Secretary

Children's Department Information













Above photos are from Tiffany Waldo.

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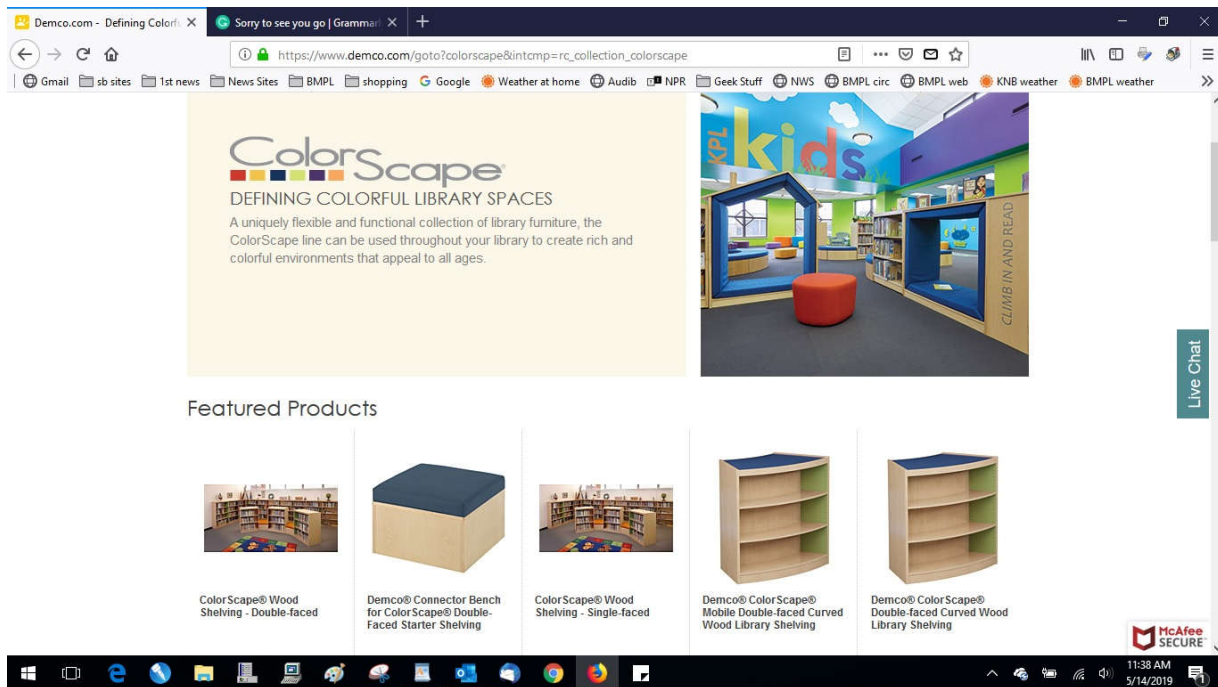
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