

**MINUTES OF THE
BELL MEMORIAL PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
MONDAY, AUGUST 26, 2019
6:30 p.m. Local Time**

CALL TO ORDER

Meeting was called to order by President Dick Webb at 6:30 p.m.

PRESENT

Dick Webb, Larry Yeiter, Tiffany Waldo, Kylene Crabb, Lee Ann Rock, Stephen Boggs

Kylene Crabb volunteered to act as secretary.

MINUTES

Moved by Larry Yeiter, seconded by Kylene Crabb.

TREASURERS REPORT

Request transfer of funds – \$500.00 from 2.08 Children's Supplies to 2.07 Office Supplies.

Moved by Lee Ann Rock, seconded by Larry Yeiter to allow the above transfer. Carried.

Treasurer's Report filed for audit by Stephen Boggs.

CHILDREN'S DEPARTMENT REPORT

August has been a month of planning. I have worked on story time plans and have several weeks ready to go. Story time will begin September 6.

One person signed up for Creative Corner. She did not attend because she had emergency surgery.

September's Creative Corner sample is done and sign-ups began today.

On the Facebook page, a request was made that children's movies be shown at the library. I do not know the person who requested this and cannot find them in our system. I'm fine with showing a kid's movie once a month but I would like to have some input about when the best time to show it would be.

PROGRAMMING

Moved Adult Creative Corner from Thursday evenings to Tuesday evenings due to patron requests. Creative Corner was scheduled to take place on Tuesday, August 20th. 1 person signed up, however no one attended.

Hosted a basic computer skills class on Tuesday, August 20th. Steve taught the class and there were 3 ladies in attendance. Another class will be held on Tuesday evening, August 27th at 6:00 pm to continue where they left off.

Anne and I have been diligently working on our new website, which has been officially launched. It is a continued work in progress, but we both invite you to have a look and click around and see what the new site has to offer

YOUNG ADULT REPORT

September is Library Card Sign Up Month, so in honor of that the Library will be hosting a Library Scavenger Hunt, from September 3rd to September 30th! It's to promote visiting new libraries and hopefully signing up for library cards. Although you don't have to sign up for a library card to enjoy the scavenger hunt. Each participant will be given an instruction pamphlet and two punch cards. One punch card is for visiting libraries, and the other punch card is for bonus entries if you sign up for a library card.

However, please let patrons know that not all the libraries taking part offer free library cards due to where they live. When patrons bring their punch cards back to our library they get to enter to win different prizes for each punch on their card.

Counting our library there are seven libraries participating in the Library Scavenger Hunt! The instruction pamphlet lists all of the libraries taking part with their hours, websites, addresses, and phone numbers. If you have any questions please let me know!

MAINTENANCE

1. SB cleaned roof drains and had a person here to inspect the roof. There are a few spots that might need attention within the next year. I requested and received two prices. One for just the repairs and another to just replace the roof (more for budgetary purposes). Repair was near \$16,500 and replacement was just under \$40,000. As always, I'll have at least three estimates for both repair and another for budgeting for replacement.

2. Working steadily on upgrading/replacing Windows 7 with Windows 10 on most of the computers (both patron and staff). Where necessary I've add a faster hard drive and additional memory and will doubtless need to add more of both on additional units. Rough guess is about 50 hours +/- . More work to be done though due to how Windows 10 interacts with our network.

Please Note: The computer work SB does never shows up in any of our expenditures. Were SB to not be here there must be money set aside in either the annual budget or in Rainy Day to defray computer repair/maintenance costs. \$12,000 annually is recommended.

3. Joe T. Was here and helped coordinate installation of new/proper wireless security cameras that also record images for @ 10 days. We have a total of four cameras with three currently deployed. In the very near future I need to have an electrician come in and install power in the ceiling immediately above the units so people don't mess with the electric cords.

DIRECTOR'S REPORT

1. SB forgot to send an e-mail reminder to the committee for the children's dept. meeting. We'll just need a few quick minutes during the meeting.

2. SB held a computer class for beginners. Attendees agreed they wanted to continue

meeting, so another session is scheduled for Tuesday, August 27, at 6:00.

UNFINISHED BUSINESS

NEW BUSINESS

1st public hearing for the 2020 budgets. Additional information was distributed. There were no members of the general public in attendance.

OTHER BUSINESS

1. Larry Yeiter requested the Director to investigate potential grant sources for the purchase of an A.E.D. Director noted two would be required due to locations and off hours use of the Senior Center. Director will investigate.

PAYMENT OF CLAIMS

Moved by Larry Yeiter and seconded by Kylene Crabb that claims be allowed. Carried.

ADJOURNMENT

Meeting adjourned at 6:56.

Dick Webb, President

Kylene Crabb, Acting Secretary