

**MINUTES OF THE
BELL MEMORIAL PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING
MONDAY, JULY 31, 2017
6:30 p.m. Local Time**

CALL TO ORDER

The meeting was called to order by President Roger Morarity at 6:31.

PRESENT

Roger Morarity, Larry Yeiter, Honey Kuhn, Dick Webb, Jill Gross, Kylene Crabb, Sandi Schaeffer, Stephen Boggs.

MINUTES

Moved by Kylene Crabb and seconded by Honey Kuhn that the minutes of the June meeting be approved as distributed. Carried.

PUBLIC COMMENTS

TREASURERS REPORT

No transfer requests

CHILDREN'S DEPARTMENT REPORT

The children's department was a busy place this summer. Over 60 children participated in the summer reading program. They seemed to really like the 'build it' prizes, especially the catapult and pool noodle rocket. The pizza party to celebrate the end of summer reading was attended by 15 readers and their moms.

The Monday movies were attended by multiple families each week. Story time has been very well attended with 10-20 kids here each week. I will continue a morning as well as an afternoon story time. Marsh Martin and her dog, Jaden visited story time two times. The children enjoyed the stories about Samoyeds and service dogs. They really liked Jaden's tricks.

I am planning to start kids crafts once a month when school resumes. I will try hosting these on Saturday morning to see if attendance is better.

PROGRAMMING/YOUNG ADULT REPORT

N/A

MAINTENANCE

1. Fire suppression system was tested and passed its 5 year test.

2. Working on replacing the carpet in the Senior Ccenter. Requested to use carpet tiles. Have one quote coming in from a company in Plymouth and another from Warsaw is pending.

Due to timing, would you like for me to proceed if the 2nd quote is received prior to the next board meeting? Will need to discuss budget. Funds will come from the Gift Fund.

A recommendation for a supplier was provided. Director to forward information to Trustees with quote information and discuss with the President prior to proceeding.

3. Bushes trimmed as much as possible until fall.

4. New chairs and area rug have been received for the Young Adult Department.

5. Tech time @ 4 hours.

DIRECTOR'S REPORT

1. Sierra Navarro resigned her position as Young Adult Coordinator effective July 20. She has accepted a position in Michigan at the Jackson Public Library.

2. Timothy Mollette chose to not continue at the Library after his internship was completed on Friday, July 28.

3. Have promoted Billie Abalos as the Young Adult Coordinator where she began training/working on Monday, July 21.

4. Have hired Emmaline Halas as page/shelver. Still have a part-time Clerk position open.

5. Working on inventory and weeding. Billie Abalos and Martha Shultz have been working on the project. SB doing the actual withdrawal of materials.

6. Working on 2018 budget. DLGF advised a 4% average growth quotient. SB working on revisions.

UNFINISHED BUSINESS

1. Internet Hotspot has been ordered through T-Mobile. Cost is \$29.40 which includes the hotspot unit, unlimited data and tech support.

NEW BUSINESS

OTHER BUSINESS

1. We have the commercial dishwasher and commercial microwave still from ?2003? Would like Trustees to declare these items as excess so I can donate/sell the units. SB is

unable to assist with loading/unloading.

Moved by Sandi Schaeffer and seconded by Kylene Crabb that the commercial dishwasher and commercial microwave be declared as excess and donated to a non-profit (with a donation appreciated) or sold. Carried.

2. Friends notified about chairs/tables that are no longer needed.
3. Need to be sure that publicity about Library events is sent to area media outlets.
4. Director to do publicity for memorial bricks for the Reading Garden.

PAYMENT OF CLAIMS

Moved by Honey Kuhn and seconded by Sandi Schaeffer that claims be allowed as presented. Carried.

ADJOURNMENT

Adjourned at 7:20

Roger Morarity, President

Honey Kuhn, Secretary