

December 10, 2019

The Board of Trustees of the Schmaling Memorial Public Library met in regular session on Tuesday, December 10, 2019, at 5 p.m. President, Teresa Ray, called the meeting to order.

Members present included, Teresa Ray, Kathy Quick, Sarah Brubaker, Paula Ensinger, and Jodie Dornbush. Librarian, Britni Hartman, was also in attendance. We were joined briefly by resident, Marjorie Blunt.

The meeting began with Mrs. Blunt expressing concerns about one of the library's employees. Her input as well as concerns of other residents and employees were taken into consideration and the employee was ultimately terminated.

Sarah motioned to approve the minutes of the November 12, 2019, meeting. The motion passed with all ayes.

Kathy motioned to approve the bills from the past month. A roll call vote was taken and the motion passed.

#### LIBRARIAN'S REPORT

1. Circulation was up drastically from 2018. Britni attributes this to the Unity students having access to the library.
2. Discussion of Chapters 11 – 14 of the Trustee Facts File resulted in consideration of some fundraising ideas. It was suggested that perhaps we have a picture of the Board taken to increase exposure of the Board and our functions.
3. Britni plans to apply for the next RAILS grant program which will help with marketing exposure. The theme is "My library is –".
4. The deadline for submissions for the Studenttreasures book is this week. 12 students are signed up and hopefully will have their stories turned in on time.
5. The crafts at the Christmas Walk resulted in 84 glow sticks being handed out to children. The children also made ornaments to take home and hang on their own Christmas trees.
6. The Read Across America kits were a success. 9 of the 13 kits were checked out. Britni hopes to expand this program using funds from the Flikkema grant.
7. The census recruiters have not contacted Britni about a follow – up visit.
8. Britni continues to research possibilities for window coverings.
9. Discussion of the final list of Library Service Responses was tabled until the January meeting.
10. Notice has been received that LAS who hosts our website is shutting down. We have until April to find a new host.

#### COMMITTEE REPORTS

Building and Grounds

No report

Finance

No report

Library

No report.

#### MISCELLANEOUS

1. Britni will check the list for memorial recognition.
2. No date has been set for a Staff Holiday lunch.
3. Britni plans to ask Gwen if she is willing to do FOIA training in January again.

Jodie motioned to adjourn. A voice vote was taken with a response of all Ayes.

The next regular meeting will be on Tuesday, January 21, 2020, at 5 p.m.

Respectfully Submitted,

Kathy Quick, Secretary