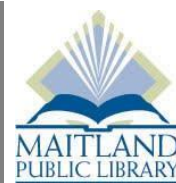


Maitland Public Library Board of Trustees

Wednesday, June 21, 2023
7:30 pm



ATTENDANCE: The following members were present: Ms. Marilyn Sandoz, Vice President; Ms. Maria Hannon, Secretary; Mr. Bob Allen, Chairman; Mr. Frank Allen, Vice Chairman; Ms. Liz Doyle, Trustee; Dr. Scot French, Trustee; Mr. Mike Timme, Trustee; Mr. Kay Yeuell, Trustee

- The following members were present via Zoom: Dr. Steve Lee, President; Ms. Mary-Jeanine Ibarguen, Trustee; Ms. Davina Spillman, Trustee
- Staff Present: Ms. Jenn Bishop, Executive Assistant; Ms. Stacie Larson, Director
- Staff present via Zoom: 0
- The following members were excused: Mayor John Lowndes, Ex-Officio; Mr. Andrew Harrison, Treasurer; Ms. Jan Bowman, Trustee; Ms. Kristen Johnson, Trustee
- The following members were not present or excused: Mr. David Baker, Trustee
- Members of the public attending: 0

MEETING CALLED TO ORDER AT 7:31 PM by Mr. B. Allen

- Consent Agenda: With no questions or concerns from the board, all items on the Consent Agenda were accepted.

FRIENDS REPORT: Ms. Sandoz reported that the FoL are not meeting for the summer. They are currently looking for a volunteer for the weekend shifts, possibly someone from the Teen Board. They are still looking for members. Ms. Hannon questioned if book resellers are limited on their purchases of children books. Ms. Sandoz stated that there are currently no limitations on any books in the bookstore for anyone.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson.

- Ms. Werner is doing a great job.
- The FLA convention held many interesting programs.
- The budget was submitted to the City.
- Website update: Ms. Larson is obtaining quotes. The FoL have agreed to pay for a new website design.
- As of 6/21/22, there will be two toddler story times held on Wednesdays. Attendance was good.

FINANCE REPORT is attached. It was emailed to board members. Ms. Bishop reported that there has not been a meeting.

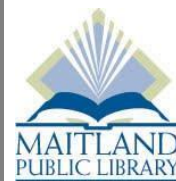
NOMINATING COMMITTEE: Ms. Sandoz reported there was no meeting, but the committee will be meeting soon to plan for September. Trustee positions that are at end of term are Ms. Bowman, Ms. Spillman and Mr. Timme

ENDOWMENT FUND COMMITTEE: Ms. Hannon reported the committee met, and will present the letter drafted later in the meeting.

Old Business: Ms. Larson reminded all to respond to the invitation from the City for the stakeholder presentation regarding the new building. Ms. Larson also discussed the "Yes Memo" (see attached) and let

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Board members know that as a Board, a member can give information regarding the issue, but cannot campaign or ask for votes. Only one member of the Board can join the 'Yes Committee,' as more than one member in the same campaign could violate the Sunshine Act. If anyone is interested in joining this, please let Ms. Larson know. Ms. Bishop will email the Board for those not in attendance.

Public Period: Mr. B. Allen opened the Public Period. There being no one who wished to be heard, Mr. B. Allen closed the Public Period.

Discussion Items:

- **Endowed Book Fund Future** - Mr. B. Allen reported that most libraries use the term "gift" as opposed to endowment. He suggested that we not use 'endowment' for now, as to not be tied down to specifics, Ms. Doyle motioned that the future of the Endowment Fund be tabled until a more opportune time, closer to the new building completion. This motion was second by Mr. F. Allen and accepted unanimously.

Decision Items:

- **Maturing 6-Month CD at City National:** Ms. Bishop notified the Board that the CD at City National will mature on July 10th. Options are to do nothing, pick a different term, or cash out and move it to Commerce National. After much discussion regarding current rates, Dr. French motioned that the Board cashes out the CD from City National and places the money in a money market account at Commerce National for now, and discuss the future of this money at the next meeting. This was seconded by Ms. Sandoz and passed unanimously by all in attendance.
- **Endowed Book Fund Letter:** Mr. B. Allen explained the newly drafted letter and asked for feedback. With no one voicing concerns, Dr. French motioned to accept the letter. Mr. Yeuell seconded the motion, and was voted unanimously by all in attendance. Ms. Bishop stated she may need to notify 50 different accounts. If the account lists the Board or FoL as a contact, one letter to the entity is all that will be necessary.

Dates to remember:

- June 29, 2023, 10:00am and 6:30am Stakeholder Meeting
- July 18, 2023, time TBA, Budget Presentation to Council
- July 19, 2023, 7:30pm Monthly Meeting
- August 16, 2023, 7:30pm Monthly Meeting (Tentative)
- September 20, 2023, 7:00pm Annual Meeting; 7:30pm Monthly Meeting

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MEETING ADJOURNED: A motion was made by Mr. Yeuell at 8:30 pm to end the meeting. This was seconded by Mr. Timme and accepted unanimously by all members in attendance.

Minutes submitted by Maria Hannon, secretary