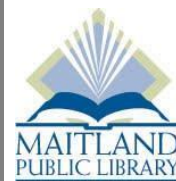


Maitland Public Library Board of Trustees

Wednesday, July 19, 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; Mr. Dave Baker, Trustee; Ms. Liz Doyle, Trustee; Dr. Scot French, Trustee; Mr. Andrew Harrison, Treasurer; Ms. Kristen Johnson, Trustee; Mr. Mike Timme, Trustee; Mr. Kay Yeuell, Trustee

- The following members were present via Zoom: Dr. Steve Lee, President; Ms. Jan Bowman, Trustee; Ms. Mary-Jeanine Ibarquen, 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;
- The following members were not present or excused: Ms. Davina Spillman, Trustee
- Members of the public attending: 2

MEETING CALLED TO ORDER AT 7:30 PM by Mr. B. Allen

- Consent Agenda: The items listed on the consent agenda will be addressed during discussion

FRIENDS REPORT: Ms. Sandoz reported that many donations are coming in. Sales are down a bit. They are still actively looking for new members to join.

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

- The library had a very busy, successful summer
- There is an online survey regarding the new building meeting for those that were unable to attend.
- Summer reading is going well. The last event for kids is next week.
- The building was burglarized on Sunday, July 16, 2023. The person was caught climbing out of the window and is currently in jail. There was no damage or anything missing.
- The budget proposal to the City went well.

FINANCE REPORT is attached. It was emailed to board members. Mr. Harrison explained to the board what needed to be done in regards to the CD that matured. The committee decided the 11 month options at First Horizon would be best. This will be discussed later.

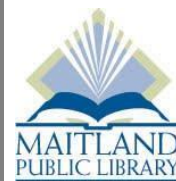
NOMINATING COMMITTEE: Mr. Harrison reported the committee has been tasked with replacing members and selecting officers for the Annual Meeting. The committee also discussed the proper steps if a challenge is presented at the Annual Meeting. Mr. Timme and Ms. Bowman will not be returning. There was no documented response from Ms. Spillman.

ENDOWMENT FUND COMMITTEE: Ms. Johnson reported that the committee has not met, but working on who to contact regarding the changes. Ms. Bishop will contact living donors. Ms. Bishop reports there are 6 living donors she can contact.

FOUNDATION - Mr. Stewart reported the Foundation has been approved by the IRS. There is money in the bank(PNC Bank). The Foundation consists of Bryan Stewart(President), Brian Woodard(Vice-President), and

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Allison Gendron (Treasurer). There is a fundraiser planned in the Fall at Ms. Gendron's home. The foundation has also partnered with Vehicles for Charity. Ms. Larson reminded Mr. Stewart that she and Ms. Doyle (liaison) must be invited to all meetings. Three meetings have been held with no invitations or notices extended.

Old Business: Ms. Larson reported that 280 lost items have been returned to the library since the removal of late fees. Please let Ms. Larson know if you would like to be on the Yes Committee.

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:

- **Finance Committee Minutes** - Mr. Yeuell made a motion to accept these minutes. Mr. Harrison seconded that motion and all those in attendance voted unanimously. Mr. Harrison motioned to open an 11-month CD with an interest rate of 5.2% to be opened at First Horizon Bank using the full rollover amount. This was seconded by Mr. Baker and all those in attendance voted unanimously.
- **Nominating Committee Minutes** - Mr. Harrison made a motion to accept these minutes. Ms. Johnson seconded that motion and all those in attendance voted unanimously.
- **Procedures for Annual Meeting** - Mr. Harrison proposed that the Board approve the election procedures detailed in the July 5, 2023 Nominating Committee meeting minutes for all upcoming Annual Meetings held in September. This was seconded by Mr. Timme and all those in attendance voted unanimously.

Dates to remember:

- No August meeting
- September 20, 2023, 7:00pm Annual Meeting; 7:30pm Monthly Meeting

MEETING ADJOURNED: A motion was made by Mr. Timme at 8:45 pm to end the meeting. This was seconded by Mr. F. Allen and accepted unanimously by all members in attendance.

Minutes submitted by *Maria Hannon*, secretary