

## Maitland Public Library Board of Trustees

Wednesday, September 17, 2025  
7:30 pm



ATTENDANCE: The following members were present: Dr. Steve Lee, President; Ms. Maria Hannon, Secretary; Mr. Frank Allen, Treasurer; Mr. Bob Allen, Chair; Ms. Kristen Johnson, Vice Chair; Ms. Patti Brennan, Trustee; Ms. Laurie Fuller, Trustee; Ms. Mary-Jeanine Ibarguen, Trustee;

- The following members were present via Zoom: Mr. Dave Baker, Trustee; Ms. Cari Rotenberger, Trustee;
- Staff Present: Ms. Stacie Larson, Director; Ms. Jenn Bishop, Executive Assistant
- Staff present via Zoom: 0
- The following members were excused: Ms. Erin Baker, Vice President; Ms. Liz Doyle, Trustee;
- The following members were not present or excused: 0
- Members of the public attending: 1(Marilyn Sandoz)

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

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

FRIENDS REPORT: Ms. Sandoz reported that the FoL collected \$1300 last month. One sale alone was \$400. The store is currently open 7 days a week. The store has active Facebook and Instagram accounts, and does accept credit card payments via Square. Storytime will be actively advertising the bookstore.

LIBRARIAN'S REPORT is attached. A three month report was emailed to board members. Highlights were shared by Ms. Larson.

- City Council approved the design phase of the new building
- The a/c has been fixed
- The 2025-26 Budget has been submitted and is awaiting City approval
- Ms. Boyer will not be returning due to medical reasons. Ms. Bishop will take over her programming duties. A part time librarian will be hired before November to cover those shifts.
- The plexiglass barriers installed during Covid have been removed.
- A cool social media post received 6000 views

NOMINATING COMMITTEE: Mr. F. Allen reported the new conditions for self nominations:

1. Interest for the position must be submitted 30 days before the Annual Meeting
2. A survey must be completed by the nominee
3. The nominee must have attended at least one board meeting within the past 12 months

These conditions will be posted 45 days before the Annual Meeting on the bulletin board in the lobby.

CONSTRUCTION REPORT: Ms. Larson reported that the design team is meeting bi-weekly. Meetings are confidential. The stair wells are being redesigned to meet the fire code.

Old Business: There was no old business presented.

New Business: There was no new business presented.

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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:

There were no discussion items presented.

### Decision:

- **Elections**
  - Elect Chairperson of the Board - Ms. Johnson motioned that Mr. B. Allen remains Chairperson of the Board. This was accepted by Mr. B. Allen, seconded by Dr. Lee and voted unanimously by all in attendance.
  - Elect Vice-Chairperson of the Board - Dr. Lee motioned that Ms. Johnson remains Vice-Chairperson of the Board. This was accepted by Ms. Johnson, seconded by Mr. F. Allen and voted unanimously by all in attendance.
- **Reappoint Director** - A motion was made by Dr. Lee to reappoint director Ms. Larson, with a salary of \$84,000.24.
- **Appointment of Committee Members** - Dr. Lee and Mr. B. Allen will remain ex-officio members for all committees
  - Nominating Committee - Appointed to this committee are: Ms. Brennan(chair), Ms. Fuller and Ms. Johnson.
  - Friends Liaison - Ms. Sandoz was appointed to this position
  - Foundation Liaison - Ms. Doyle was appointed to this position
  - Events Committee - Ms. E. Baker(chair), Ms. Hannon, Ms. Fuller, Ms. Rotenberger and Ms. Sandoz were appointed to this committee.
  - Finance Committee - Appointed to this committee are: Mr. F. Allen(chair) and Ms. Sandoz.
- **Amend Fine and Fee Schedule** - Ms. Larson would like to stop charging for faxes. Ms. Johnson motioned to remove the charge for faxes. This was seconded by Ms. Ibarguen and voted unanimously by all in attendance.

Good of the Order: Ms. Larson verified that Board members liked using Sign-Up Genius for volunteer events. She then reminded members to use it and sign up for the Fall Festival on October 11. Ms. Bishop reminded members to submit the community development form for the Events Committee.

### Dates to Remember

A. Fall Festival - Saturday Oct 11, 2025 2-4pm

B. Next Meeting: Wednesday, October 15, 2025, 7:30pm

MEETING ADJOURNED: A motion was made by Mr. F. Allen at 8:07 pm to end the meeting. This was seconded by Ms. Ibarguen, and accepted unanimously by all members in attendance.

Minutes submitted by *Maria Hannon*, secretary