

Maitland Public Library Board of Trustees

Wednesday, March 21, 2018
7:30 pm



ATTENDANCE: The following members were present: Mr. Dave Stanley, Chairman; Ms. Maria Hannon, Secretary; Ms. Liz Doyle, Trustee; Dr. Scot French, Trustee; Mr. Andrew Harrison, Trustee; Mr. Kay Yeuell, Treasurer; Mr. Mike O'Lenick, Trustee;

Staff Present: Ms. Stacie Larson, Director; Ms. Cheryl Davis, Executive Assistant.

The following members were excused: Mayor Dale McDonald; Brian Woodard, Jr., President; Marilyn Sandoz, Vice President; Bryan Stewart, Trustee; Lorraine Hardaway, Trustee; Dr. Steve Lee, Trustee

The following members were not present or excused: 0

Members of the public attending: 0

MEETING CALLED TO ORDER AT 7:30 PM

Dave moved acceptance of the February minutes. The motion was adopted.

FINANCIAL REPORT:

Mr. Yeuell noted that there was nothing outstanding to report. Ms. Doyle inquired about the copier fees brought up from the last meeting. Ms. Davis reported that the lease is almost over and they are receiving quotes for next year's lease. Bank fees were defined as "monthly service fees & payroll fees." The corporation has not paid the library yet, but Ms. Davis stated that the process has begun. There was no public discussion. The report was accepted unanimously.

FRIENDS REPORT was given by Ms. Larson. : The Bookstore is staying well-staffed. Due to this dedication, the store saw over \$1,000.00 in sales last month. They were able to purchase new carts to hold and transport donations. Reminders of membership meeting on 4/8 at 3pm during the Volunteer Tea.

There was no public discussion. The report was accepted unanimously.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Summary is as follows: As of this meeting, the library has been rat free for approximately 10 days.

The telescope previously purchased is in circulation and ready to be checked out! It has been determined that using the event feature on Facebook has increased awareness in the community with increased attendance. It was also noted that the Friday yoga teacher is moving, but a new teacher has already reached out and offered to take over the class. This is a relief, as the class is well liked.

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The control panel for the water heater is broken. As the machine is over a year old, the installation is not covered by warranty, but the machine is covered by a manufacturer warranty and replaceable.

Special recognition was given to Ms. Keating for her tenacious efforts in repairing the defective iPad batteries and updating the other iPads. Many hours were spent on the phone with Apple support in order to have the defective batteries replaced and devices running properly.

Ms. Larson was excited to announce the library is currently working towards having a new website built. The new site would be clean and more streamlined. Ms. Keating is taking the lead in his venture. Money is in the budget for this much needed update. The site should be complete 6-8 weeks from the start date. Projected completion date is mid-summer. Ms. Larson announced that a mobile laptop cart for computer classes is also on the horizon for the library. This update is already built into the budget.

Nature Nick recently visited the library. Nature Nick brought many unique animals for his 45 minute presentation. This proved very popular (standing room only), and was generously paid for by Friends. MPL received a large discount for this show by booking the same day as Winter Park Public Library.

There was no public discussion. The report was accepted unanimously.

Decision Items:

By-Law Revisions - A motion was made by Mr. Yeuell, and seconded by Mr. Harrison to accept the revisions to the by-laws (attached). The motion was accepted unanimously.

Cleaning Day - Ms. Larson requested that the library close to the public on the first Wednesday in October 2018 for its annual cleaning day. Because this necessary day is requested every year, Ms. Hannon motioned to amend that the library close to the public every year on the first Wednesday in October for annual cleaning day. Mr. O'Lenick seconded this motion. The board accepted this change unanimously.

Dates to remember:

Volunteer Appreciation Tea: April 8, 2018 2pm. Friends General Meeting 3pm. Help is needed beginning at 12 noon.

Annual 5k: May 19, 2018 Sponsors and volunteers are needed

Next Meeting: April 18, 2018, 7:30 pm Mr. Stanley will be out of town

MEETING ADJOURNED AT 8:14pm