

## Maitland Public Library Board of Trustees

Wednesday, June 21, 2017  
7:30 pm



The following members were present: Mr. David Stanley, Chairman of the Board of Trustees; Mrs. Sharon Kidd, Vice Chairman; Mrs. Marilyn Sandoz, Vice President of the Maitland Public Library, Inc; Mr. Kay Yeuell, Treasurer; Mrs. Joanne Mulinare, Secretary; Ms. Valerie Kennedy, Dr. Steven H. Lee, Trustees; Ms. Stacie Larson, Director; Mrs. Cheryl Davis, Executive Administrator.

The following members were excused: Mr. Brian Woodard, Jr., President Of The Maitland Public Library, Inc.; Mrs. Lorraine Hardaway, and Mrs. Stacy Kalmanson, Trustees.

The following members were neither present nor excused: Mrs. Peggy Altman, Dr. Scot French, Trustees.

CALL TO ORDER was at 7:33 by Dave Stanley. The minutes of the May meeting were reviewed and approved. Stacie noted that we had approved the budget prematurely.

FINANCIAL REPORT: Kay reported we have a little extra money on the salary line because we have 1 ½ open positions. 5K income report not complete due to outstanding items.

FRIENDS REPORT: Stacie said they had no meeting. Sale went well but there is a problem with dealers scooping up the books in advance of opening.

LIBRARIAN'S REPORT (emailed) Stacie announced the report will be a calendar month report from now on, rather than being a meeting to meeting report. Dave commended the staff on involvement in outside educational activities. We had 6 applications for manager, interviewed 4. Stacie will be checking references for the candidate they are considering. Three candidates for tech services, interviews will be this week. We need one new library assistant, reviewing applications. Awaiting the final inspection for the new windows. An Eagle Scout candidate will build us two benches for the courtyard. We are seeking someone to refinish the wood on the benches in the front room. Tomorrow summer reading program kids will be building robots. There is one attendee who disrupts cooking classes and Stacie will be watching for her in future. We have a roof leak and a rodent problem. Stacie has a question as to whether we should be subject to the Sunshine law. She will research it further.

### UNFINISHED BUSINESS:

- 5K: Cheryl reported we had 185 runners. We made enough that we could recover the seats in the reading room. We will need to buy more medals for next year. One runner was overheated but was released without transporting.
- DOWNTOWN MASTER PLAN – Stacie advised it is not on the agenda for City Council next Monday, probably July 10.
- POLICY BOOK – Stacie is still working on it. We will plan to vote in September.

### NEW BUSINESS:

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- **BUDGET** – Dave advised the request is for more than last year but all items are needed. Stacie advised Cheryl has been working hard with the insurance company to reach a resolution of the newly increased rates. Our insurance broker found an alternate plan to our current plan that is cheaper and compliant to the Affordable Care Act, but still with Blue Cross. We increased two salaries, per previous commitments. Stacie was able to lower some expenses and move others. Sharon moved we approve the budget. The motion was seconded and approved.
- **RECIPROCAL BORROWING WITH SEMINOLE COUNTY** – Stacie advised that our agreement has now been approved by the Seminole County attorney so Seminole County residents could borrow books without paying an annual fee. Our residents can then use the Lake Mary and Longwood libraries. It will match the agreements we have with Winter Park and Orange County. Stacie will email it to members and we will vote at a later time.
- **NOMINATING COMMITTEE** – Dave will email members to get help in recruiting candidates this summer for 2 vacancies on our board.
- **WORK DAY CHOICE – OCTOBER 4** – Stacie wants to close the library and have a work day on October 4. We do deep cleaning, decorating and repairs. Marilyn moved we approve the work day. Seconded and adopted.
- **EARLY CLOSURE (6 PM) FOR JULY 3** – Valerie moved we close early on July 3<sup>rd</sup>. The motion was seconded and adopted.
- Dave mentioned the passing of Sarah Chapman. He suggests a donation in her memory to the library, perhaps for a plaque.
- Marilyn wants to know if we can meet with the Civic Center board to discuss options. Dave suggested one or more of us could attend one of their meetings.

### **Dates to remember** and volunteer opportunities

- City Council Meeting: Downtown Development – July 12 maybe
  - Audubon Birds of Prey Summer Reading, 2pm – June 29
  - LIBRARY IS CLOSED JULY 4
  - Friends of the Library Book Sale – July 15
  - Vegetarian Cooking – July 16
  - Summer Reading Finale/Youth with Sunrail – August 3
  - Alexia Hogan, Author Talk – August 12
  - Friends of the Library Book Sale – August 19
  - Solar Eclipse Event – August 21
  - LIBRARY IS CLOSED SEPTEMBER 4 LABOR DAY
- Next meeting – September 20, 2017

ADJOURNMENT was at 8:45 by Dave.