

Maitland Public Library Board of Trustees

Wednesday December 16, 2020
7:30 pm



ATTENDANCE: The following members were present: Mr. Dave Stanley, Chairman; Mr. Andrew Harrison, Vice Chairman; Mr. Bryan Stewart, President; Ms. Marilyn Sandoz, Vice President; Ms. Maria Hannon, Secretary; Mr. Kay Yeuell, Treasurer; Mr. Frank Allen, Trustee; Ms. Liz Doyle, Trustee; Dr. Scot French, Trustee; Dr. Steve Lee, Trustee; Mr. Mike O'Lenick, Trustee.

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

The following members were excused: Mayor Dale McDonald; Ms. Davina Spillmann, Trustee

The following members were not present or excused: 0

Members of the public attending: 1

MEETING CALLED TO ORDER AT 7:35 PM by Mr. Stanley

- Approval of November 18, 2020 Board Meeting minutes: A motion was made by Mr. Stanley and approved unanimously.
- Approval of December 10, 2020 Nominating Committee Workshop Minutes: A motion was made by Mr. Stanley and approved unanimously.

FINANCIAL REPORT: Financial reports/balance sheet are attached. Nothing has changed.

FRIENDS REPORT: They haven't been meeting lately. Bookstore is open, but they probably won't have a book sale in January. Sales are still good. FOL bought the library a new tree and some other decorations. They are also participating in the sustainable shelves program.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson. Andrea Ellis-Perez resigned her position. Vicki Sharkey took a leave of absence due to the spike in Covid 19 cases. Full time staff has been hustling to pick up the reference hours. Interviews for the part time reference position are ongoing. Mr. Salgado is starting the new inventory process, the last one was done in 2016 by Mr. Kay Yeuell before migration to the current catalog. New Library Assistant started, Kismet Kohn. The library's YouTube channel is going well. The library was able to sell 130 out of 463 biographies for 109.96 for future book purchases as part of the sustainable shelves program. Discussion about doing the sustainable shelves versus selling them online has brought to light the labor required to list and keep up with selling books online.

Mr. Allen moved to accept these reports, seconded by Dr. French and passed unanimously.

Old Business:

Creation of the Foundation – Mr. Harrison was able to speak to the people referred by Ms. Spillmann at Park Maitland. They are willing to do a consultation starting at \$400, which would roll into the fee if we choose to move forward with the foundation and the consultant.

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State InterLibrary Loan program – The library is signed up and ready to start doing state wide interlibrary loan. Next up is a web presence and virtual training for staff, then it can go live.

Building update – Plans for reaching out to students were passed along to the architects. Before this meeting Ms. Larson had a meeting with Mr. John Chraska at Everylibrary, a library advocacy group. Previously the plan had been to start focus groups in early 2021. Instead, Mr. Trask suggested having a professional poll done to “test the temperature” of the residents. The answers to the poll questions can also be used to assist with potential changes to the library.

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

Discussion Items:

There were no items for discussion.

Decision Items:

New Members – Jan Bowman, David Baker and Bob Allen were interviewed for positions on the board. Suggestions were to have the board determine who the top two contenders were as the nominating committee were unable to, or to expand the number of trustees on the board. In order to expand the board, they’d have to rewrite the bylaws. Discussion on whether the new members would have to assist with fundraising should the foundation go forward. Ms. Doyle moved to accept two new members, Jan Bowman and Bob Allen to the board, seconded by Mr. F. Allen, the motion passes unanimously.

Dates to remember:

- Next Board Meeting - January 20, 2021, 7:30 pm

MEETING ADJOURNED AT 8:45 pm by Mr. Stanley

Minutes submitted by Cheryl Davis, executive assistant