

Maitland Public Library Board of Trustees

Wednesday September 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 Spillman, Trustee;

The following members were not present or excused: 0

Members of the public attending: 0

MEETING CALLED TO ORDER AT 7:33 PM by Mr. Stanley

- Approval of August 2020 minutes: A suggested edit was made by Mr. Stewart regarding who will seek legal advice for the foundation. Ms. Hannon will research this suggestion and will correct. A motion was made by Mr. Allen to approve the minutes, seconded by Mr. Yeuell; the motion passed unanimously.
- Approval of September 2, 2020 Meeting minutes: A motion was made by Mr. Stanley to approve the minutes; the motion passed unanimously.

FINANCIAL REPORT: Financial reports/balance sheet are attached. There were no questions regarding the reports.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson. The library has been less busy on the program-front now that summer is over, but business is usual. Staff has left the library, but Ms. Larson is waiting for the new budget to begin before hiring new staff. Well over 4,000 people were served virtually for summer reading. Overdrive has purchased the regular e-book vendor, causing a migration issue. E-Books are not fully restocked yet, but will be soon. Patrons are still very happy with curbside service. City Council members have toured the library to better understand the need for a new building. One council member felt very concerned about the condition of the building and lack of fire suppression devices. Maitland Fire Department has assured all involved that the building is as safe as it's going to get.

Regarding the Audubon collection being brought out of storage, Mr. Stewart inquired if that meant the collection was available in circulation. Ms. Larson explained that for some unknown reason between 1978-2013, the collection was moved from the Reading Room to upstairs. Heavy weeding last summer enabled free bookshelves for this collection to be moved back to the shelves.

Regarding the ALA Grant, Mr. Stewart asked for more information regarding this. Ms. Larson explained that Ms. Daniels applied for this grant, which was for a specific set of books on women's suffrage.

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

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Old Business:

There was no old business to discuss.

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

Decision Items:

FY21 Holiday Schedule - There are no changes to the holiday schedule. As discussed before, the library will not close for the annual cleaning day, as cleaning was performed over the summer when the building was closed to the public. With the Independence Day holiday falling on a Sunday (2021), Ms. Larson has requested that the library close in observation Sunday, July 4 and Monday July 5, 2021. Mr. Stewart motioned for this change, seconded by Dr. French, with the motion passing unanimously.

Renewal of Auditor Contract - The time has come to renew the contract with the auditor. Ms. Davis stated she liked working with the current auditor, and both Ms. Larson and Ms. Davis admitted the current auditor will take the time to answer questions. A motion was made by Mr. Yeuell to approve the renewal of the current auditor's contract, seconded by Ms. Sandoz; the motion passed unanimously.

Formation of Nominating Committee - A nominating committee must be formed before the Annual Membership meeting in October. There are two (2) vacancies on the Board. The following Board Members are up for re-election: Mr. Stanley, Mr. Harrison and Ms. Spillmann. A re-election of officers will also take place. Dr. French, Mr. Stanley and Ms. Sandoz volunteered to head up the Nominating Committee.

Dates to remember:

- Annual Membership Meeting - October 21, 7pm via Zoom, to be followed by regular Board Meeting.

MEETING ADJOURNED AT 8:18 pm by Mr. Stanley

Minutes submitted by Maria Hannon, secretary