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. Bob Allen, Trustee; Mr. Frank Allen, Trustee; Mr. Dave Baker, Trustee; Ms. Jan Bowman, Trustee; Dr. Scot French, Trustee; Dr. Steve Lee, Trustee; Mr. Mike O’Lenick, Trustee;

Staff Present: Ms. Stacie Larson, Director, Ms. Jenn Bishop, Executive Assistant

The following members were excused: Ms. Davina Spillman, Trustee; Mayor John Lowndes, Ex-Officio

The following members were not present or excused: Ms. Liz Doyle, Trustee

Members of the public attending: 0

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

- Approval of July 2021 minutes: A motion was made by Mr. Stanley and approved unanimously.

FINANCIAL REPORT: Financial reports/balance sheets are attached. There were no questions at this time. All signors have signed forms at Commerce Bank. The check for the CD was deposited at Iberia Bank. Ms. Larson advised that the deposit slip should be given to Ms. Bishop. Ms. Bishop informed the Board that Gulf States Bank is merging with McCoy Federal. Everything will remain the same for now, only the bank name will change.

FRIENDS REPORT: The bookstore is doing well, bringing in $1100 in July. Ms. Luby will be stepping down as she no longer lives in Maitland. Ms. Mary Allen will be in charge. FoL are currently holding a membership drive. More members are needed.

LIBRARIAN’S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson. With COVID cases increasing, in person storytime will not return yet. The budget was successfully turned in at the City Council meeting. There have been some staffing changes, mostly due to the end of summer/return to school. Summer Reading was successful; reading logs were still being collected. Ms. Torres is hosting “Calling our Culture” in September with money from a grant. Ms. Torres has also recently received her Master’s.

Mr. Baker requested a staff list with job titles & descriptions from Ms. Larson. She will send these out to Board Members.

Mr. B. Allen moved to accept these reports, seconded by Mr. Baker, and passed unanimously.

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.

Discussion Items:
Budget - Ms. Larson recapped some of her meeting with City Council regarding the budget. Councilwoman Harrison asked how else the library can fundraise. Ms. Larson explained to the council about the Board’s endeavors to start a foundation for that purpose. Ms. Larson also mentioned that she is considering going “fine free.”

Nomination Committee - Ms. Larson reminded the Board that a committee needs to be formed before the annual meeting in October. The roles of President/Vice President/Secretary/Treasurer need to be addressed, as do the three trustee roles whose terms expire: Mr. O’Lenick, Dr. Lee and Ms. Doyle.

Decision Items:
Strategic Plan - Mr. Stewart has requested help with the final edit of the closing to the Strategic Plan. Ms. Hannon will help with this. A final draft will be emailed to the Board before the September Board meeting, allowing members to vote at that time.

Safe Deposit Box - The Board has a safe deposit box, containing original documents and the official seal. Only Mr. Yeuell has access to this box. Mr. Stanley suggested a few other members should have access to this as well. It was also suggested that the safe deposit box be inventoried and reevaluated. Dr. French moved that Mr. Stewart, Mr. Yeuell and Ms. Larson should have access to this box. The motion was seconded by Mr. Stewart and passed unanimously.

Mr. Stewart requested a list of current accounts and who has access to them.

Foundation - Mr. Harrison shared that the attorneys will help to draft the document needed to register the foundation. The total cost for this is $2343.22, with $2200 payable to the attorney and $143.22 payable to SunBiz. Mr. Stewart made a motion to approve corporate funding for this. The motion was seconded by Mr. Harrison and passed unanimously.

Ms. Larson informed the Board that the Library CPA is retiring, and requested references for a new one. The job is currently bimonthly, paying $100/session.

Dates to remember:
- Next Board Meeting - September 15, 7:30, 2021 (in person with Zoom option)

MEETING ADJOURNED AT 8:35 pm by Mr. Stanley

Minutes submitted by Maria Hannon, secretary