

## Maitland Public Library Board of Trustees

Wednesday June 16, 2021  
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. Bob Allen, Trustee; Mr. Dave Baker, Trustee; Ms. Jan Bowman, Trustee; Ms. Liz Doyle, Trustee; Dr. Steve Lee, Trustee; Mr. Mike O'Lenick, Trustee; Ms. Davina Spillman, Trustee;

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

The following members were excused: Mr. Frank Allen, Trustee; Dr. Scot French, Trustee; Mayor John Lowndes, Ex-Officio

The following members were not present or excused: 0

Members of the public attending: 0

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

- Approval of May 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.

FRIENDS REPORT: It is time for FoL Board elections. This year, ballots have been mailed to members as there was no in person general meeting this year.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson. As of 6/16, chairs have been put back into the reading room. Express service is over (no more time limits) and masks are no longer required. Masks will still be provided if desired. Staff are still required to wear a mask. Art has returned; this month features Terri Lefler. Ms. Torres is doing well in her new position. She attended Corks & Forks in May with Ms. Hannon. Together they spoke to approximately 40 people. It was a nice outreach program. Summer reading is in full swing. 200 summer reading bags were passed out in 4 days. Storytime is still being presented online. This may return in the Fall, but has not been decided yet. Book Club returns to in person meetings this month.

Mr. Harrison moved to accept these reports, seconded by Mr. D. Baker, and passed unanimously.

Old Business:

Strategic Planning update: The latest draft of the Strategic Plan was emailed to Board Members. Mr. O'Lenick requests that Members look it over and email any comments within the next 2 weeks.

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 up for discussion at this time.

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### Decision Items:

Consultation Fee Approval for Foundation Counsel - Mr. Stewart explained that the foundation will be very helpful for fundraising going forward. The consult fee (\$400) to get the foundation started and see what entails comes out of corporate funds, not operational funds. A motion to approve this fee was made by Mr. Stewart and seconded by Mr. Yeuell. With no questions or discussion, this passed unanimously.

Commerce Bank Certificate of Deposit - This CD expires in August. Approximately \$65-70k is earmarked for book endowments. A motion was made to let the CD expire and not renew. The Board will make a decision as to what to do at the September Board Meeting. Signing rights are assigned to the President (Mr. Bryan Stewart), Chairman (Mr. David Stanley) and Treasurer (Mr. Kay Yeuell). This motion passed unanimously.

Tentative Meeting Scheduling July 21, 2021 - A motion by Mr. Stanley was made that a meeting should be scheduled in July for a debriefing of the Budget meeting with the City and to discuss the next draft of the Strategic Plan. This was seconded by Mr. Stewart and passed unanimously.

As this was the first in person meeting of FY21, there was a request for an introduction of all Board members for those that are new to the Board. All in attendance took a moment to introduce themselves.

### Dates to remember:

- Next Board Meeting - July 21, 7:30, 2021 (in person with Zoom option)

MEETING ADJOURNED AT 8:27 pm by Mr. Stanley

Minutes submitted by Maria Hannon, secretary