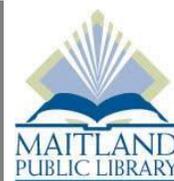


Maitland Public Library Board of Trustees

Wednesday, December 14, 2022

7:30 pm



ATTENDANCE: The following members were present: Dr. Steve Lee, President; Ms. Marilyn Sandoz, Vice President; Ms. Maria Hannon, Secretary; Mr. Andrew Harrison, Treasurer; Mr. Bob Allen, Chairman; Mr. Dave Baker, Trustee; Ms. Jan Bowman, Trustee; Ms. Liz Doyle, Trustee; Dr. Scot French, Trustee; Mr. Kay Yeuell, Trustee

- The following members were present via Zoom: Mr. Frank Allen, Vice Chairman; Ms. Kristen Johnson, Trustee
- Staff Present: Ms. Jenn Bishop, Executive Assistant; Ms. Stacie Larson, Director
- Staff present via Zoom: 0
- The following members were excused: Mayor John Lowndes, Ex-Officio; Ms. Davina Spillman, Trustee
- The following members were not present or excused: 0
- Members of the public attending: 2

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

- Consent Agenda: With no questions or concerns from the board, the Consent Agenda was accepted.

FRIENDS REPORT: Ms. Sandoz reported that the Friends are doing well in sales. There are a few volunteer spots open. They are looking for an outlet to sell the antique books in the store. Ms. Larson has chosen the chairs for the front lobby and the FoL will be ordering these.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson. Ms. Larson reported the Youth Services Librarian position has been filled. The new librarian will start January 3, 2023. The RFQ has closed; three proposals were received. The presentation of these proposals will be January 26, 2023 at 8:30am. Adult cooking classes resume this week. The Polar Express Pajama Party was a success. regarding the Feedback from the Public section of the report, Mr. Harrison inquired about the patron who disliked the use of the word blocked. Was the term 'blocked' removed? Ms. Larson informed him the term was not changed, as another suggestion was not presented. She noted most patrons were very happy and the library has been receiving "lots of very overdue items."

FINANCE REPORT is attached. It was emailed to board members. Mr. Harrison requested the finance portion of the meeting be discussed during Decision items. Mr. B. Allen shared that the Foundation has been silent and they are currently trying to get in touch with the members of the Foundation. Mr. B. Allen made Board members aware that Mr. Dave Stanley's resignation has been amended to reflect he will not be returning to the Board. His position's reelection year is 2026. This was noted to the Nominating Committee. Mr. B. Allen requested a list of open Board positions from the committee for the next meeting.

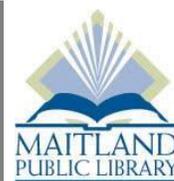
It was agreed upon by all members that the Board will no longer vote on reports (October 2022).

Old Business: The Board welcomed Diana Galante, who presented the Fountain Preservation Report. A treatment report is attached. Ms. Galante worked on the fountain and provided a detailed report, including images, of the work she performed on the fountain. While she cannot confirm it is a Tiffany piece, it is still a possibility. She cleaned the piece and covered it with a protective wax covering. The fountain is now a uniform

Maitland Public Library Board of Trustees

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brown color. Ms. Galante was very thankful for the work, and noted the fountain holds so much potential regarding the history behind the Dommerichs, the Audubon Society and the Snowy Egrets. She suggested a QR code by the fountain so others could learn the true history behind it.

Questions were received from the Board:

- Mr. B. Allen inquired about the functionality of the piece and if there is a reservoir or if it needed a water source. Ms. Galante assumes there is a mechanical fastener in the granite/concrete, but the workings most likely would need replacing. It could possibly function at some point.
- Mr. Baker was interested in the size of the chink of granite/concrete. Ms. Bishop responded, noting the chink is 3-4" tall and has been in place since 1902. The unit may have never functioned as intended. Ms. Galante added that it would be safer to chisel the fountain out of the chunk. The wax will protect the fountain for now, but will need to be re-waxed at some point.
- Mr. Baker asked what the next steps for this piece would be. Mr. B. Allen suggested the Board wait until we find a final place for the piece to call home before we do anything more. Ms. Galante confirmed this was the best course of action, but the next step of restoration would need a more durable protection than a coat of wax.

Public Period: Mr. B. Allen opened the Public Period. A member of the public present, Ms. Mary Jeanine Iburguen, expressed her interest in joining the Board. Mr. B. Allen referred her to the Nominating Committee and then closed the Public Period.

Discussion Items:

Procedural Confirmation: Ms. Hannon noted that a section of the minutes for the November 2022 meeting lacked a proper motion for the Nominating Committee. This was corrected. The November 2022 minutes will be amended to show:

- **Appoint Nominating Committee** "Mr. Baker motioned to accept these individuals. This was seconded by Dr. French and accepted unanimously by all members in attendance."

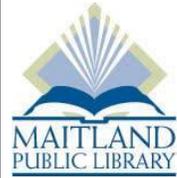
Ms. Hannon also asked that Board members speak louder and use their names when speaking for clarification on the recordings.

Decision Items:

- **By-Laws** - Ms. Johnson noted that Article 6 has been adjusted (see attached). Mr. Harrison was happy with the change, but noted that it does not mention who the voters for that are. Ms. Johnson referred to a different article, 8H, for the answer. Mr. Harrison moved that the Board approve the language of Article 6 as Article 8H and renumber accordingly. This was seconded by Dr. Lee and accepted unanimously by all members in attendance.
- **Movement of Funds to Higher Interest Earning Accounts:** Mr. Harrison informed the Board of the different options available for our bank account (see the attached Finance Committee recommendations). One intention for this money at the time is to seed the Foundation, but with communication at a standstill, something better can be done in the meanwhile. After much discussion, Mr. Yeuell motioned that the Board accept Option A, as outlined in the workshop notes). Without any other questions or concerns, this was seconded by Mr. Baker, and accepted unanimously by all members in attendance.

Maitland Public Library Board of Trustees

Wednesday, December 14, 2022
7:30 pm



- **Staff Gifts:** Ms. Larson passed out holiday cards for the Board to sign for staff members. Dr. Lee motioned that \$900 in corporate funds be allocated for 18 \$50 gift cards for holiday gifts for the staff. This was seconded by Ms. Sandoz and accepted unanimously by all members in attendance.
- **Reimbursement of Funds from Board and Endowment Accounts:** Ms. Bishop noted that a reimbursement of funds in the amount of \$4286.25 needed to be made. Mr. Harrison motioned for the Board to approve reimbursement and transfer of funds. This was seconded by Ms. Doyle and accepted unanimously by all members in attendance.

New Business: There was no new business presented for this meeting.

Dates to remember:

- Next Meeting: January 18, 2023, 7:30 p.m.
- Oral Presentation from Highest Ranking Firms: January 26, 2023, 8:30 a.m. (Council Chambers, City Hall)

MEETING ADJOURNED: A motion was made by Dr. French at 8:45 pm to end the meeting. This was seconded by Mr. Baker and accepted unanimously by all members in attendance.

Minutes submitted by Maria Hannon, secretary