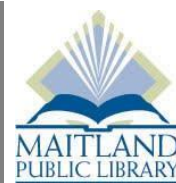


Maitland Public Library Board of Trustees

Wednesday, May 17, 2023
7:30 pm



ATTENDANCE: The following members were present: Dr. Steve Lee, President; Ms. Maria Hannon, Secretary; Mr. Andrew Harrison, Treasurer; Mr. Bob Allen, Chairman; Mr. Dave Baker, Trustee; Ms. Liz Doyle, Trustee; Ms. Mary-Jeanine Ibarguen, Trustee; Ms. Kristen Johnson, Trustee; Mr. Kay Yeuell, Trustee

- The following members were present via Zoom: Ms. Davina Spillman, 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. Marilyn Sandoz, Vice President; Mr. Frank Allen, Vice Chairman; Ms. Jan Bowman, Trustee; Dr. Scot French, Trustee;
- The following members were not present or excused: 0
- Members of the public attending: 4

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

- Consent Agenda: With no questions or concerns from the board, all items on the Consent Agenda were accepted.

FRIENDS REPORT: With nothing new to report, Mr. B. Allen reminded the Board that the FoL are continuing to look for membership & could use youthful members. Mr. B. Allen praised Ms. Sandoz for her dedication and long hours contributed to keeping the bookstore up and running.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson.

- Ms. Dyer has retired after 24 years of service to the library. Her position was filled by Ms. Kim Werner. Ms. Werner is doing well.
- The library received a Proclamation from Mayor Lowndes in honor of National Library Week
- Summer Reading is ready to kick off with the Summer Tea (Adult Program) on 6/4 & Kids Kick-Off on 6/1. There are many milestone prizes from local businesses this year.
- MPL has hosted many field trips from local schools
- Ms. Larson has been elected to the Florida Library Association(FLA) Board. She will be the Region 3 Director, officially starting on May 19, 2023

FINANCE REPORT is attached. It was emailed to board members. Mr. Harrison informed the Board that the Finance Committee met recently to discuss the current Endowment Fund Policy. The committee would like to change the verbiage in the flyer and choose new guidelines. The current policy is for every \$250 donated, the library will purchase a new book every year, indefinitely.

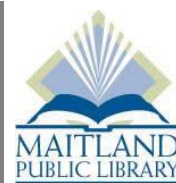
NOMINATING COMMITTEE: Mr. Timme is present to be voted in

Old Business: There was no old business presented for this meeting.

Public Period: Mr. B. Allen opened the Public Period. Four members of the public were present, with one member, Mr. Michael Timme, present for nomination for an available trustee position.

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Discussion Items:

- **Endowed Book funds:** Discussion of this item included adding multi-levels of donations, loosening the restrictions on specifications, and contacting those that are current donors to ask permission to remove the restrictions on purchases. Ms. Johnson will put together a letter that can be sent to current donors. Mr. Harrison requested Ms. Bishop get the contact information for those on the current list. An Ad-Hoc committee was requested; Ms. Johnson, Ms. Hannon, Ms. Ibarquen, Ms. Doyle and Mr. Harrison volunteered for this task. The committee will meet and report back at the June meeting with a letter to present to donors. This item will remain a discussion item for now.
- **Website Redesign:** Ms. Larson reported that the backend of the website has been slow moving and will need a redesign. The website has been hacked multiple times in the past two weeks. She will investigate redesign costs on this issue.

Decision Items:

- **FY 2024 Budget Proposal:** Ms. Larson presented the Board with her proposed FY 2024 Budget before submitting it to the City on June 8, 2023. Ms. Johnson made a motion to accept the presented budget, seconded by Mr. Yeuell. This motion was accepted unanimously by all Board members in attendance. Ms. Larson will present the budget to the City on July 18, 2023.
- **New Board Member Vote:** Mr. Harrison presented Mr. Timme to the Board. The nominating committee found Mr. Timme to be very professional with good energy. Mr. Timme is a recent graduate, an investment banker and a new resident. he loves books and libraries and is happy to serve. A motion to accept Mr. Timme to the board, with term set to expire in September 2023, was made by Mr. Harrison. This motion was seconded by Dr. Lee and accepted unanimously by all Board members in attendance.

Dates to remember:

- Summer Tea: June 4, 2023, 2pm
- Next Meeting: June 21, 2023, 7:30 p.m.

MEETING ADJOURNED: A motion was made by Mr. Timme at 8:58 pm to end the meeting. This was seconded by Mr. Harrison and accepted unanimously by all members in attendance.

Minutes submitted by *Maria Hannon*, secretary