

Marion County Library Sub-District #1

Board of Trustees

Minutes

May 17, 2023

The meeting of the Marion County Library Sub-District #1 board of trustees was called to order at 5:00pm by Vice President Margie Humphreys.

Roll Call: Trustees: Margie Humphreys, Danielle Heimer, Leeanna Delaney, Jerry Trower and Director Devon Payne

Excusing Absent Members: Andrea Barnes

Meeting agenda: Approved

Meeting minutes:

- The April meeting minutes were approved as presented.

Public Comments: None

Treasurer's Report:

- Trower reviewed the April financials. The board approved.

Director's Reports:

- Director presented monthly stats. 17 new patrons.
- Door counter - 1,783 for April and 3,180 checkouts.

Unfinished Business:

- Secretary of State law is official. Required to have a complete policy manual submitted by July 31st. Several required components of this law are already in place within our library. Devon is a member of the collection development policy committee for the state library association and has been instrumental in shaping direction for other libraries in regard to this new law. Our current building layout (individual rooms for certain collections) bodes well for the physical building requirements within the new law.
- Patron computers – according to TigerHawk we should not use flash drives in our computers for security purposes. The computers are currently set up to block the usage of flash drives.
- Chimney has been removed. \$2,665 cost which was exactly the estimate provided.
- Handicap ramp issue resolved. Devon and Margie attended the city council meeting to communicate our position regarding the ramp outside our building. The council made the decision to take on the responsibility of snow removal since the library is considered a quasi-government agency. The city will be clearing the ramp of snow during winter.

New Business:

- Summer reading program starts at the end of the month.
- Monday, June 5th first big program. Able to have 3 performers due to the grant we received.
- Carpet and chair cleaning – the decision was made to wait another year since carpets appear to be in good shape at this time.
- Director evaluation sent to each board member to complete – per the state library board there should be one in the director's file every year.

Board Closed Session:

- Discussion and approval of salary of library director. Effective the first pay period of June.
- Annual evaluation completed for Director.

Board Member Comments:

- None

With no further business, the meeting adjourned.
Leeanna Delaney - Secretary

Approved 6-21-2023