

Eaton Public Library
Board of Trustees October 2, 2019 Meeting Minutes

Present:

John Isbell - President
Maureen St.Peter - Secretary
Nomie Ketterling - Trustee
Marlene Richter - Trustee
Dave Sloan - Trustee
Shelley McLatchie

Guest: Elizabeth Perkins, Eaton Home Town Advisory Committee

Staff: Brenda Carns, Library Director

1. Call to Order. Declaration of quorum.
President Isbell called the meeting to order at 5:30 p.m., October 2, 2019 and declared a quorum.

Prior to approval of agenda request to move Old Business Community Art to first topic due to guest

2. Approval of the agenda - Trustee Sloan made the motion and Trustee Ketterling seconded. Motion passed.

3. Old Business - Community Art, Creative District Elizabeth Perkins Community Volunteer introduction stated purpose of the committee to create beautification through public art and to improve community appearance. Focus area is long Highway 85 and along main street. Elizabeth stated have had a good response from citizens and local business. Committee has helped to start a Farmers Market which will be held on Oct 12, 19th and 26th from 8-12:00. Nomie and Julie will work with Elizabeth on potentially getting art displays at the Eaton Library.

- 4 Report of the President - President Isbell stated good representation for the drafting of the IGA. Need further discussion on how to legally change draft and how to resolve disagreement using a clear definition.

5. Report of the Friends - see attached updates.

6. Directors Update: Director Carns included a detailed report in the board packet. CAL Conference provided wide array of topics. Brenda was presented the Jean Maio Award for Adult Literacy and awarded \$500.00. Brenda donated the money to the Friends to be earmarked for bilingual/Hispanic outreach. In month September Katie helped kids with homework along with the Spanish Language program start up. Need additional space for new books. Library and computer use is down; this is also happening in other libraries currently. Could be due to downloadable books from Overdrive and Hoopla. WIFI has gone up month to month -possibly due to people outside the building.

7. Approval of Consent agenda. Trustee Richter made the motion and Trustee St.Peter seconded. Motion passed, no opposition.

President Isbell and Trustee McClatchie requested correction on spelling of name from last month's minutes.

8. Old Business

a. Space Planning Shelly and Julie to meet and review space plan ideas. Wember to present at November 6th Board Meeting will discuss process, set up formal meeting if decided then present recommendations at later date.

b. 2020 Budget - John, Dave, Nomie and Julie will meet October 23rd to start planning the coming year budget.

9. New Business

a. Board Planning Meeting - Orientate new board members and discuss responsibilities. Have breakfast offsite with board members and library staff. The purpose is to get to know each other outside of the work/trustee role, educate and provide direction. Suggested location - Coffee house January 11 or 18th 8-3:00 p. Library staff would attend breakfast and after breakfast board members would meet back at the library until 3:00 p.m.

b. CAL Conference - Many topics programming, information technology and the responsibilities and role of board members.

Action steps -

Christmas Party- December 6th - Eaton Country Club Board Member plus guest (No December Board Meeting)

Directors evaluation due Saturday, October 26th

Library Staff to attend the Friends of Library Christmas party

Trustee Ketterling made motion to adjourn at 7:30 p.m., Trustee Sloan seconded motion, motion passed, no opposition.

Next Board Meeting: Wednesday, November 6th, 2019 @ 5:30p.m.

Respectfully submitted,

Maureen St.Peter, Secretary