

Eaton Public Library
Board of Trustees April 11, 2018 Meeting Minutes

Present:

Dave Sloan - President
Julie Finn – Secretary
John Isbell – Vice President
June Gustafson - Trustee
Nomie Ketterling - Trustee
Marlene Richter - Trustee
Maureen St. Peter - Trustee

Staff:

Brenda Carns, Library Director

Guests:

Mary Vance, EPL Friends President
Sheri and members of the TAC

1. **Call to Order. Declaration of a quorum.**
President Sloan called the meeting to order at 5:30 p.m., April 11, 2018 and declared a quorum.

Prior to the approval of the agenda President Sloan asked to have the TAC presentation moved to after the Friends report.

2. **Approval of the agenda. M/S – Trustee Ketterling made the motion to approve the agenda. Trustee Richter seconded. Motion passed, no opposition.**
3. **Report of the President: None to report**
4. **Report of the Friends of the Library: EPL Friends President Mary Vance reported the Friends made \$249.16 from January – March on the book sale room. President Vance did request that the board look into adding some type of storage for cleaning supplies. President Sloan will look into the storage cabinets. Secretary Finn asked about ordering supplies for the kitchen in the large meeting room. It was decided that Director Carns would provide a sheet on the bulletin board where needed supplies would be able to be written down and the EPL staff would order or purchase the supplies needed. For more details, please see the attached written report.**

5. TAC overview by Teen Volunteers – Sheri asked the teen volunteers to introduce themselves and tell the board what participating in the TAC means to them. The teens are planning a summer lock in, as well as participating in the summer reading program. Please see the attachment with the teen volunteer statements.
6. Director's Update: Director Carns included a detailed report in the board packet. Some topics touched upon: The new HPLD Director, Matt Hortt came to visit the EPL. The relationship with the High Plains staff has really improved.
7. Approval of the Consent agenda. M/S – Secretary Finn made the motion and Vice President Isbell seconded. Motion passed, no opposition.
8. Items removed from the consent agenda. No items were removed from the consent agenda.
9. Old business:
 - a. EPL Goals – update: Director Carns updated the board on projects that are being done and are completed by the staff. Director Carns will update the EPL Goals quarterly and send to the board.
 - b. Diversity Outreach: Trustee Ketterling and Director Carns have met to discuss broadening the diversity outreach for the EPL. They will start stakeholder interviews shortly. If any board member has a name of person they feel would be able to bring their knowledge to the diversity outreach program, please let Director Carns know.
10. New business:
 - a. Election of Officers: President Sloan asked for nomination for the officers. Secretary Finn nominated Vice President Isbell for the position of President, nomination passed, no opposition. Trustee Gustafson nominated President Sloan for the position of Vice President, nomination passed, no opposition. Trustee Richter nominated Secretary Finn for the position of Secretary, nomination passed, no opposition.
 - b. Trustee Ketterling brought up EPL volunteer recognition. Director Carns will put a press release in the paper thanking all of the EPL volunteers. Trustee St. Peter will work with Trustee Ketterling and Director Carns to put together some type of thank you for the volunteers during the month of May.
 - c. Trustee Ketterling brought to the attention of the board "Screen Free Week", April 30 – May 6, 2018. Please see attachment.

- d. Trustee Ketterling brought to the attention of the board the upcoming drug take back programs and where / when disposal of unused medicines in Eaton. Please see attachment.

- 11. Adjourn: M/S Trustee Richter made the motion to adjourn at 6:35 p.m. Trustee St. Peter seconded. Motion passed, no opposition.

Next board meeting: Wednesday, May 9, 2018 at 5:30 p.m. Please note this date is a week later than the usually scheduled board meeting.

Respectfully submitted,

Julie Finn, Secretary

