

Eaton Public Library
Board of Trustees May 9, 2018 Meeting Minutes

Present:

John Isbell – President
Dave Sloan – Vice President
Julie Finn – Secretary
June Gustafson - Trustee
Nomie Ketterling - Trustee

Not able to attend:

Marlene Richter – Trustee
Maureen St. Peter - Trustee

Staff:

Brenda Carns, Library Director

Guests:

Ms. Katie Rich, ESL Teacher & Reading Interventionist – Eaton Middle School
Mr. Juan Chitica

Call to Order. Declaration of a quorum. President Isbell called the meeting to order at 5:35 p.m., May 9, 2018 and declared a quorum.

Prior to the approval of the agenda, the board decided to move the guests who were attending the meeting to speak about the EPL diversity outreach program to have the floor prior to the report of the President and Vice President Sloan asked to add cabinets and shelving for the storage room to old business

2. Approval of the agenda. M/S – Vice President Sloan made the motion to approve the agenda. Trustee Ketterling seconded. Motion passed, no opposition.

3. Director Carns introduced Ms. Katie Rich and Mr. Juan Chitica. Mr. Chitica is a parent of an ESL student and Ms Rich is the ESL teacher. Director Carns met Mr. Chitica at the Fiesta. There are two events held each school year to recognize the ESL students. Director Carns asked Mr. Chitica and Ms. Rich to attend the board meeting and share their experience with the ESL program with the board. It was suggested the board consider in the future having a library employee who is fluent in Spanish. Also, the topic of having English speaking classes held periodically at the library at no charge would be helpful to

the community. Director Carns is going to reach out to Aims community college to see if Aims would be willing to collaborate on this project with the library. Ms. Rich stated that the school would help get any information to the ESL families regarding any programs the library would hold. President Isbell asked if Mr. Chitica and Ms. Rich would both being willing to help with programs and time allowing they certainly would.

3. **Report of the President:** President Isbell stated he, along with Vice President Sloan and Secretary Finn will continue to meet with Director Carns.
4. **Report of the Friends of the Library:** EPL Friends President Mary Vance was not able to attend the meeting this month. Vice President Sloan gave the report in her stead. The Friends provided refreshments for the reception held for the Holocaust speaker, Dr. Alfred Munzer. The Friends also awarded \$3,500.00 for the Ryan Pickett Memorial Scholarship. The recipients of the scholarship were - Elizabeth Leonard, Justin Cunningham, Luck Pickett, Ana Scott, Hayden Gavette and Ethan Alcazar.
5. **Director's Update:** Director Carns included a detailed report in the board packet. Some topics touched upon: the library directors meeting in Estes where the Gallagher Amendment (the restricting of taxed based districts) was discussed. The President of CAL attended the meeting to address the drop in membership.
6. **Approval of the Consent agenda.** M/S – Secretary Finn made the motion and Vice President Sloan seconded. Motion passed, no opposition.
7. **Items removed from the consent agenda.** No items were removed from the consent agenda.
8. **Old business:**
 - a. **Diversity Outreach:** Trustee Ketterling gave a committee report and handed out the results of the survey that was given to parents at the Fiesta to complete. Trustee Ketterling and Director Carns have reached out to people in the Eaton community to begin researching what is needed in the area and what the library can do to help. Since this committee will be on-going, Trustee Ketterling will provide a written report to the board for each board meeting.
 - b. **Storage Cabinets:** Vice President Sloan investigated the cost of cabinets and shelving for the closet in the large meeting room. The cost for the cabinets and shelving would be approximately \$600.00 - \$1,000.00. Trustee Ketterling made the motion to allocate the money to purchase the cabinets and shelving, Trustee Gustafson seconded. Motion passed, no opposition.

9. New business:

- a. Expanded Services / Personnel:** Director Carns discussed with the board making Vince Cameron a full time employee of the EPL. Secretary Finn made the motion to make Mr. Cameron a full time employee of the EPL with benefits and move his wage to the recommended salary level as presented by Director Carns. Trustee Gustafson seconded. Motion passed, no opposition.

- b. Library Clothing:** Director Carns and Trustee St. Peter met regarding new shirts with the EPL logo. Director Carns met with the staff to get their input as well. Director Carns and Trustee St. Peter are scheduled to meet again on Thursday, May 10, 2018.

- 10. Adjourn:** M/S President Isbell made the motion to adjourn at 7:00 p.m. Secretary Finn seconded. Motion passed, no opposition.

Next board meeting: Wednesday, June 6, 2018 at 5:30 p.m.

Respectfully submitted,

Julie Finn, Secretary