

Eaton Public Library
Board of Trustees June 6, 2018 Meeting Minutes

Present:

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

Staff:

Brenda Carns, Library Director
Neal Schlein

Prior to the meeting being called to order, Neal gave the board an update of the summer reading program.

Call to Order. Declaration of a quorum. President Isbell called the meeting to order at 5:42 p.m., June 6, 2018 and declared a quorum.

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. Report of the President: President Isbell reported on the HPLD dinner he attended on Monday, June 4th along with Vice President Sloan and Director Carns. They were able to meet the new HPLD director, Dr. Matt Hortt. The member libraries have been asked for their input as the HPLD is reviewing the IGA. They hope to have the project completed by January, 2019.
4. Report of the Friends of the Library: EPL Friends President Mary Vance was not able to attend the meeting. Vice President Sloan reported the Friends did not meet in May. He also stated the board is always able to review the minutes of the Friends meetings, and are welcome to attend any of the Friends meetings.
5. Director's Update: Director Carns included a detailed report in the board packet. Some topics touched upon: The Eaton town council will meet on Monday, June 11th at 7:00 p.m. and Director Carns will give a library update to the council. Director Carns will attend the ALA annual conference in New Orleans – June 21 -26, 2018. Director Carns asked about

the July Board meeting date, as the scheduled meeting date falls on a holiday. It was decided the board will meet on Wednesday, July 11th at 5:30 p.m.

6. Approval of the Consent agenda. M/S – Secretary Finn made the motion and Trustee St. Peter 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 passed around a catalog for bi-lingual books the library could order. Trustee Ketterling and Director Carns have been working on ideas for programming for all generations, with the input of community members they have been meeting with. It was suggested the board think about perhaps hosting a re-grand opening of the library, perhaps in the fall to introduce the ESL programs the library will be providing. Director Carns has been speaking with HPLD & IRC personnel who are active with ESL. Director Carns will reach out to other entities who have had success with ESL programs. The board will need to review the budget and time implications of the ESL programs. Trustee Ketterling and Director Carns will meet and complete an outline and budgetary needs and bring the information to board for review.
 - b. Library clothing: Trustee St. Peter has met with Monarch regarding new shirts for the library board and staff. Trustee St. Peter will see if samples shirts are available. The board discussed options and the amount of shirts needed for the board, staff and Friends of the Library. Trustee St. Peter will have more information for the July board meeting.
9. New business:
 - a. Reappointment of Trustee St. Peter: Secretary Finn made the motion to re-appoint Trustee St. Peter to the EPL Board. Trustee Richter seconded. Motion passed, no opposition.
 - b. Preserving the front landscape and garden: President Isbell started the conversation regarding the landscaping in the front of the library. Director Carns spoke with Martin and discussed some options with the board. The board would like to know the cost of adding stepping stones and perhaps a wrought iron fence around the flower bed. Director Carns and Trustee St. Peter will contact some nurseries and request proposals.

- c. Repair required for outdoor lamp post: The lamp post has been taken down and inspected by an electrician. The board will request the town engineer look over the lamp post and find out the cost of repairing the lamp post and installing it again.
 - d. IGA and HPLD Strategic Plan: President Isbell gave a synopsis on the IGA. There is a process the HPLD would like to follow. This will be a six month commitment and the HPLD has asked each library to participate in this project. The HPLD leadership are in the process of re-defining their strategic plan. This would be for the HPLD and they realize member libraries may have implemented their own strategic plan. The HPLD asked for each library to have representation for this project as well. The HPLD also asked if it would be possible for member libraries to have similar name badges. If perhaps "A Member of the HPLD" would be able to be added to current name badges in some way. The board will look into the cost, and would like to promote the district in any way we are able to do so.
10. Adjourn: M/S Trustee Richter made the motion to adjourn at 6:51 p.m. Vice President Sloan seconded. Motion passed, no opposition.

Next board meeting: Wednesday, July 11, 2018 at 5:30 p.m. Please note this is a week later than the usually scheduled board meeting, due to the Independence Day Holiday.

Respectfully submitted,

Julie Finn, Secretary