Greenfield Public Library

Board of Trustees Meeting

April 18, 2016

Attendees:

Amy Turpin, Teri Cook, Martha Rawe, Brenda Shipley, Harla Merriman, Debbie Rollins, Hanna Wood, Tabitha Barrow and Kate Fabion

The meeting was called to order by Amy Turpin. Welcomed prospective board member, Jimmy Naville.

Public Comment:  None

Meeting minutes were read by Kate Fabion, Secretary.  Motion to accept was made by Harla Merriman, seconded by Hanna Wood.  Motion carried.

Treasurer’s report was provided by Martha Rawe.  Motion to accept was made by Harla Merriman, seconded by Terri Cook.  Motion carried.

Martha informed the board that a safety deposit box is being rented by the Greenfield Public Library at United Community Bank in Greenfield.  It is very small and holds very few items.  We have been paying rent on this box for several years. After discussion, Terri Cook make a motion that we authorize Martha Rawe to cancel the rental of the safe deposit box at UCB in Greenfield.  Hanna Wood seconded the motion.  Motion carried.

Librarian’s Report:

1. Brenda received a letter from the Secretary of State’s office regarding the Per Capita Grant.  The amount awarded is $825.58.
2. Brenda received a letter of resignation from Don Roberts, asking to resign from the Board of Trustees due to health concerns.
3. Brenda reported that the 5th Grade class used the Library to clean up after their Kindness and Caring Project.
4. Josh installed the new parts for the server and it is running much more quietly.
5. Brenda advised that she has been working on the annual report and will have it completed earlier than the deadline.
6. Joann Bauer, Polaris trainer, has asked for a list of people helping so that she may assign them a user id.  Training will begin on 5/12/16 at 10:00 am at the Library.  The board decided to start by ordering 12,000 barcodes.
7. IIL Heartland sent a letter, read by Brenda, addressing their fiscal position in the face of the hardships our state is facing.  Their are financially strong and will remain so.

Old Business:

1. Amy went through a short list of informational items including the submission of the Hembrough Trust Application to Diane Williams, letter sent to City of Greenfield requesting permission to seek counsel from City Attorney regarding 501c3 status, Thank You cards are up to date, set a time to meet with the Reporter’s Job Description Committee, Bishop’s Excavating will be purchasing a set of books to donate to the library, and the date of the storage shed cleaning.
2. The Policy Oversight Committee presented their updated Internet Policy.  Motion to approve, as is, was made by Martha Rawe, seconded by Teri Cook.  Internet Policy was adopted.
3. Book Sale/Rib Eye & Pork Chop sale- decided to make plans after the shed was cleaned out.
4. Board T-shirts-Martha reached out to a contact in Winchester who advised her on pricing for T-shirts.  Once a design is agreed upon, we will proceed.
5. Children’s Mural Update- Our muralist is eager to get started and will present a rough rendering for approval.  Due to the size of the mural, some book shelving may need to be rearranged.
6. Summer Reading Program will be June 7, 9, 14, and 16.

New Business:

1. Easter Eggstravaganza- The First Baptist Church has approached Hanna Wood about helping the Library next year.  Support would be both monetary and through volunteers to work the event.  The board is happy to accept their help.
2. Chilli Cook-off with the City of Greenfield-Nick Bishop approached Teri and Amy about bringing this event back.  We will try to find a time that works with both parties.
3. Homecoming-Discussed if we want to do man the Lemonade stand on Thursday evening and obtaining a booth to sell calendars. Homecoming is August 4-6.
4. Patron Database- This needs to be updated in light of the Library going automated.  This list needs to be cleaned up.
5. Due to busy schedules, instead of Saturday morning Story Hour, Tabitha offered to host Summer Bedtime Stories in May, June and July. Dates will be set.

Executive Session:   Martha Rawe made a motion to enter Executive Session.  Entered at 8:55 pm.  Exited Executive Session at 9:10 pm.

Motion to adjourn made by Teri Cook, seconded by Hanna Wood.  Meeting adjourned.