Greenfield Public Library

Board of Trustees Meeting

August 17, 2015

Attendees:

Amy Turpin, Teri Cook, Harla Merriman, Brenda Shipley, Martha Rawe and Kate Fabion

The meeting was called to order by Amy Turpin.

Meeting minutes were read by Kate Fabion, Secretary. Motion to accept was made by Martha Rawe, seconded by Teri Cook. Motion carried.

Treasurer’s Report was given by Martha Rawe. Motion to accept was made by Kate Fabion, seconded by Harla Merriman. Motion carried.

Librarian’s Report:

1. Debbie wrote the history of the library to be included in a book about Greene County. The fee for businesses and other entities (not family histories) to be included is $250.00. The purchase price of the book is $55.00. It was agreed that we would not participate in the book.
2. Brenda was pleased with the Lego Club program. We had 5 sessions and attendance was 17, 20, 22, 21, and 17. Library traffic increased by 200 over the previous year.
3. Fall hours are set to begin in September.
4. Brenda reported she experienced problems with the computers twice. One was a virus that was thankfully not opened, the other was a problem with Microsoft Office.
5. Brenda spoke with Sherry White regarding the maintenance items that are still outstanding. Sherry was going to bring it up at the city council meeting that evening. No additional information yet.
6. Brenda spoke with Jan Prough about working as a substitute for the couriered books. Jan will take on the role and will come in on Thursday for training.
7. Brenda received an email regarding the Per Capita grant. Applications will be available October 1 and are due on Jan. 15, 2016.
8. Brenda shared information that she found on message boards in regards to Freedom of Information Act requests. We agreed that all requests must be made in writing and if there is any question, we would take those requests to our legal counsel, Charles Theivagt, for review.

Old Business:

1. Correspondence received from Megan Prough, 2015 Greene County Fair Queen, thanking us for inviting her to participate in Summerfest and Carol Knisley Bishop, also for Summerfest.
2. Updated all attending Trustees contact information.
3. BBQ by the Lake-Raffle—it was agreed that a raffle would probably not be a profitable endeavor.
4. 3rd Base Dinner fundraiser-Teri reported that the Homecoming dinner made about $700.00 and is really only about 4 hours work. We agreed to ask Nicki Boente about setting up a date in November. Teri will contact Nicki and ask about November 1, 8, and 15.
5. Trustee Eligibility- we still have no answer as to where the residency eligibility requirement originated.
6. Children’s Program- We would like to begin a monthly Saturday Children’s Program that would include reading, crafts, Legos, possibly a snack. Teri will look into a project for September.

New Business:

1. New Website Reveal- Kate Fabion has been working on getting the library’s website up to date. She revealed the website to the board members and gave them a quick tour of site. Kate would like a list of services and links to add before we launch the website publicly.
2. Posting Meeting Info- We are required to post the meeting times and dates in at least two locations. Amy has posted our next 4 meetings by the front door of the library, Kate has added the information on the website, and Amy will post it on Facebook to encourage public participation.
3. Following the formats of other boards, it was decided that an Executive Session will be built into every meeting agenda.
4. Martha had noticed that the women’s bathroom is always very cold and that the A/C fan runs excessively. South Side will be called to assess and advise on the A/C.
5. Building Use policy-Amy located criteria for building use after library hours. The current policy is not welcoming and actually seems to discourage using the library. We will work to make it more welcoming.
6. Ideas that we came up with during a brainstorming session were listed and discussed. No action taken at this time.
7. There is some question as to the purpose of the Friends of the Library and it was agreed that we should invite them to the next meeting to discuss their role in assisting the library.

Entered Executive Session at 9:52 pm. Exited at 10:25 pm.

Adjourned.