Greenfield Public Library

Board of Trustees Meeting

January 11, 2016

Attendees:

Amy Turpin, Teri Cook, Brenda Shipley, Kelly Hall, Tabitha Barrow 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 Kelly Hall, seconded by Teri Cook. Motion carried.

Librarian’s Report:

1. Brenda reported that on the last Tuesday in December, her electronic log was gone from her computer. She was able to call Josh and he retrieved it for her. He also restored Martha’s accounting file.
2. On January 2, 2016, Brenda ordered new headphones for the computer stations. She ordered 2 for $34.00 total.
3. Scanner receipt paper cannot be paid for with the ACE card. We can pay by check and the amount will be $64.00.
4. Coy Ralston as examined the fire extinguishers and they are good for one year.
5. Brenda submitted the Per Capita Grant on January 7, 2016 and has verified that it has been received.
6. Brenda received a notice from IHLA that we need to pay $9.95 to maintain our online domain name.
7. Brenda received the Statement of Economic Interests from the county today and gave them to the board members present to complete.
8. The library will be closed to observe Martin Luther King Jr. Day on Jan. 18, 2016.

Old Business:

1. Director’s Contract- Salary has been set and it was agreed that Continuing Education will continue to be presented to the board and reimbursement may be paid to the director on a case by case basis. Brenda does not feel that the hourly wage ($16.92) is fair amount to dock in case of an overage of time used for sick/vacation time. We explained that it was the amount that could best be quantified and will remain.
2. Amy reported that the chairs are in and we just need to pick them up. Teri will work out the best way to transport them. Amy also discussed the protection package offered by Slumberland and will get more information about coverage in a commercial setting.
3. Stanley Frech Charitable Trust- the library received $500 earmarked for the children’s section.
4. February Fundraiser- After we were unable to agree on a date or venue, the board determined that it would not host the Father Daughter dance this year. Teri will contact Nikki at Third Base about another pork chop lunch on 2/21/16 and we will make up and begin selling tickets immediately.
5. Cataloging catch up- Several board members will be meeting on Saturday, January 23, 2016 at 1:00 pm to help get Brenda caught up.
6. Children’s Dept. Committee Meeting-1/26 at 7:00 pm
7. Amy has created a form to keep track of how the Per Capita Grant money is spent to make it easier to complete the application in the future.

New Business:

1. Automating the library- Amy has learned of a grant that expires in June of 2016 that will completely cover the cost of getting the library on an electronic system. We are guaranteed the money and Amy will learn more about how to apply.
2. Kecia Loy has decided that she cannot commit her time to the board at the present and Hanna Wood was brought to the board as a potential replacement for Teresa Triplett. The board agreed to present Hanna to the City Council for approval.

Motion to adjourn made by Teri Cook, seconded by Tabitha Barrow.

Adjourned.