

Crab Orchard Public Library
Regular Board Meeting
June 20, 2017

Call to Order: Russ Stoup called the regular board meeting of the Crab Orchard Library District to order at 6:46 on June 20, 2017. Russ Stoup, Susan Rolf, Cheryl Johnson and Julie Durr were present. Library Director, Erin Steinsultz was also present. Absent: Anita Biver, Evelyn Barber, Scott Barger

Public Comment: None

Minutes of Previous Meeting: Rolf made a motion to accept the May 2017 regular board meeting minutes. Johnson seconded the motion. All were in favor and the motion passed.

Johnson made a motion to accept the May 17, 2017 closed meeting minutes. Rolf seconded the motion. All were in favor and the motion passed.

Communications: A FOIA request was made and filled for vendor records from 2015. The ILA newsletter had information on Bill 0864 which places limits and restrictions on territory expansions and the new minimum wage law.

Report of the Librarian:

.

Library Statistics for May 2017:

Circulation

Check-outs: 1254

Renewals: 189

ILL out: 495

ILL in: 156

E-books: 159

Total circulation: 2,253

People in

Adults: 396 (100 of whom were men)

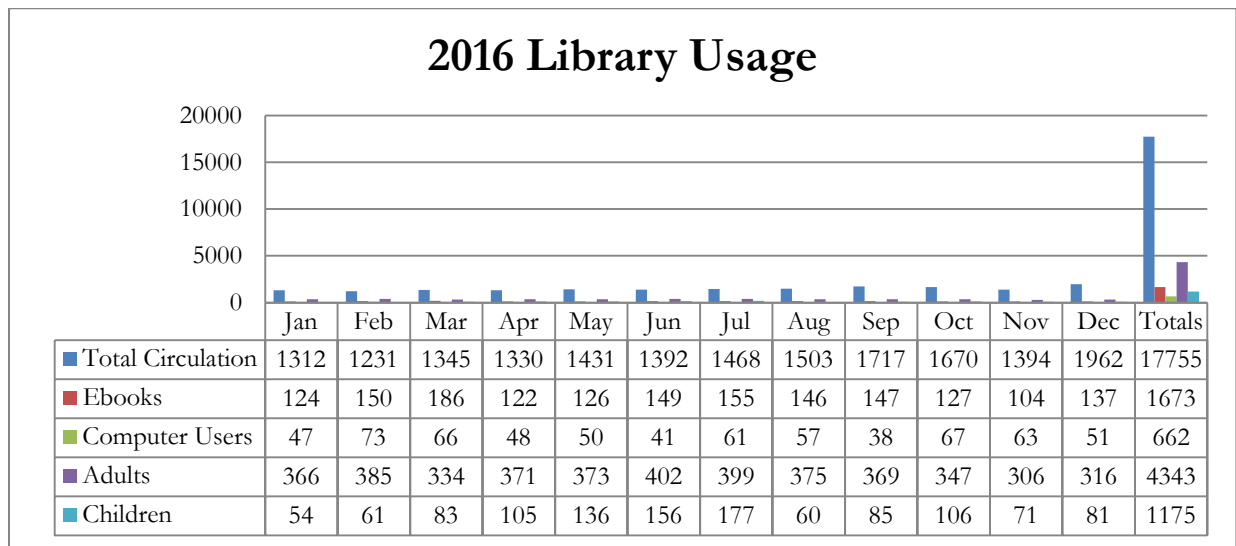
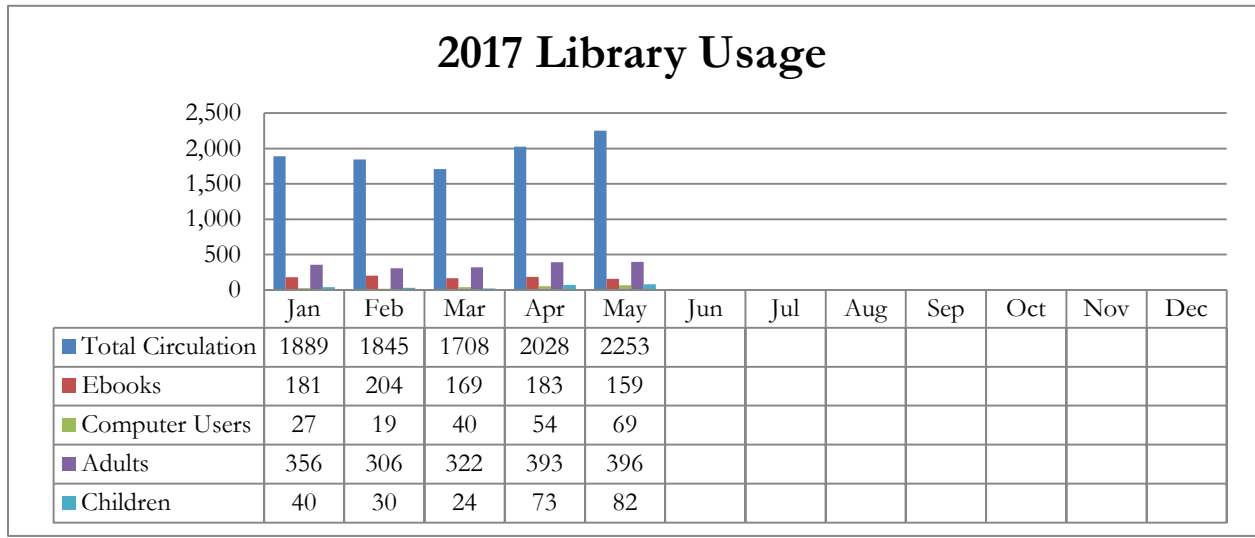
Children: 82

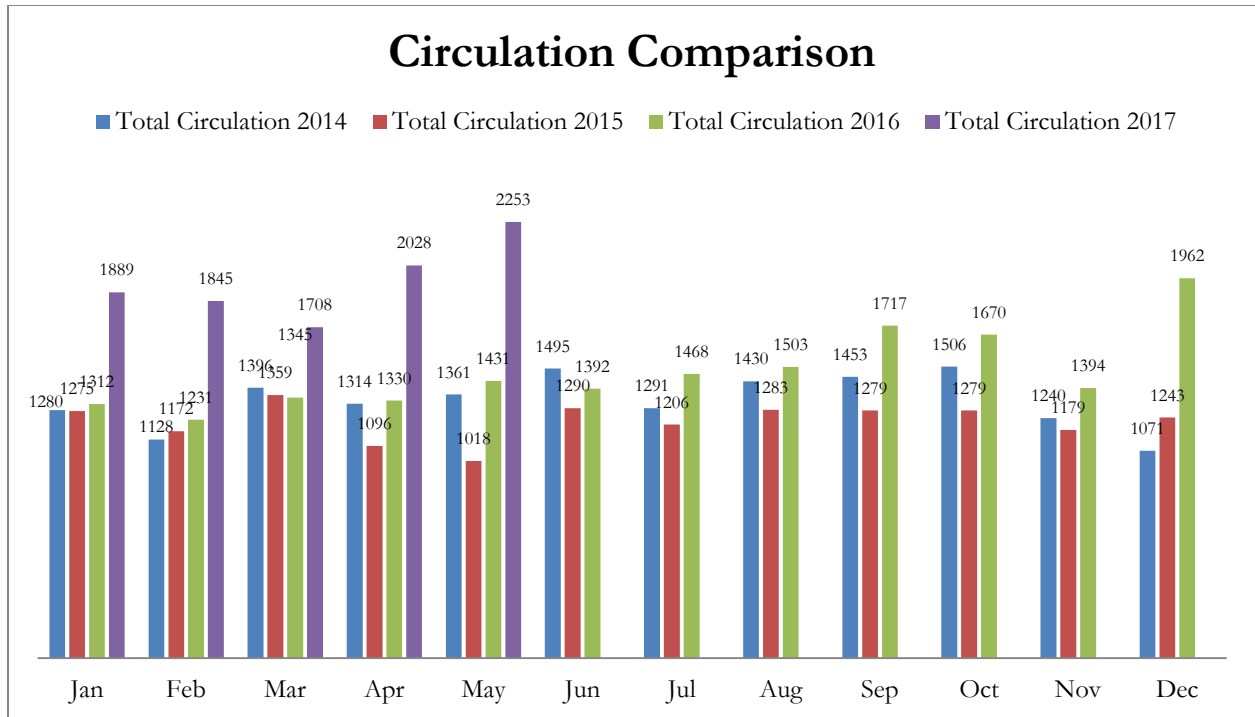
Computer uses: 69

Facebook Reach: 956

Website Visits: 295

Library Circulation Comparisons:





Miscellaneous Business:

The Summer Reading Program has begun. There are currently 38 children registered. The kickoff picnic was held on June 8th at Center Baptist Church. There were 27 children in attendance, along with their grown-ups. The second event, Military Day on June 15th brought in 27 children and their grownups. Our next event will be a concert with musician Rick Rayburn on June 22nd at 1 p.m.

We now have a new-to-us table in the area near the books.

Financial Report: Stoup noted that the May 2017 financial report as submitted by Snider McCree CPAs LLC has been submitted to file for audit.

Payment of Bills:

- Rolf made a motion to pay Visa \$1,260.55 for supplies. Johnson seconded the motion. All were in favor and the motion passed.
- Johnson made a motion to pay Look Out Books \$301.84 for books. Rolf seconded the motion. All were in favor and the motion passed.
- Johnson made a motion to pay Lazerware \$1,055.71 for quarterly maintenance. Rolf seconded the motion. All were in favor and the motion passed.
- Johnson made a motion to pay Baker & Taylor \$609.55 for books. Rolf seconded the motion. All were in favor and the motion passed.

Unfinished Business

Employee handbook: Pending

Policy handbook: Pending

Programming: We had two days with the Shakespeare Reading Program. Attendance was good with 15 attending the first session and 10 at the second session. Upcoming events include a program on the eclipse and Art and Conversation. The Summer Reading Program is in progress. The coloring program and story time are ongoing. The crochet program is on hold. Creal Springs City Hall has new hours and therefore the book drop in Creal Springs has been moved to Thursdays from 10:30-11:30. A patron has offered to teach a painting class.

New Business:

Library Budget: Steinsultz is preparing a draft of the new budget proposal. Budget hearing will be in September.

Non-Resident Fee Program:

- Rolf made a motion to keep the non-resident card fee at \$100 and to participate in the Non-Resident Fee Program. Johnson seconded the motion. All were in favor and the motion passed.

Prevailing Wage Ordinance:

- Rolf made a motion to pass prevailing wage ordinance No. 2017-01. Johnson seconded the motion. Roll call vote: Russ Stoup-aye, Susan Rolf-aye, Cheryl Johnson-aye and Julie Durr-aye. Absent Members: Anita Biver, Evelyn Barber, Scott Barger.

Program Coordinator: As an applicant for the position, Julie Durr left the meeting for this discussion. Remaining members reviewed the applications and discussed the position.

Personnel: See closed session.

Closed Session:

- Rolf made a motion to go into a closed meeting at 8:25pm for personnel 2(c). Johnson seconded the motion. Roll call vote: Russ Stoup-aye, Susan Rolf-aye, Cheryl Johnson-aye and Julie Durr-aye. Absent Members: Anita Biver, Evelyn Barber, Scott Barger
- Rolf made a motion to exit the closed meeting at 8:30pm on June 20, 2017. Johnson seconded the motion. Roll call vote: Russ Stoup-aye, Susan Rolf-aye, Cheryl Johnson-aye and Julie Durr-aye. Absent Members: Anita Biver, Evelyn Barber, Scott Barger

The regular board meeting resumed at 8:30pm on June 20, 2017.

Adjournment: Rolf made a motion to adjourn the regular board meeting of the Crab Orchard Library District at 8:35 pm on June 20, 2017. Johnson seconded the motion. All were in favor and the meeting adjourned.

Minutes submitted by secretary, Julie Durr.