

**Crab Orchard Public Library  
Board of Trustees  
Regular Meeting  
March 26, 2024**

**Call to Order:** President Bonnie Kucharski called the Board of Trustees Regular Meeting to order at 6:01 p.m. Trustees present were Kucharski, Amanda Barker, Maria Brown, Jennifer Galloway, Susan Rolf, and Fran Wachter. Library Director, Erin Steinsultz was also present.

**Public Comment:** There were no public comments.

**Disposition of Minutes from Previous Meeting:** Barker made a motion to approve the February 2024 minutes. Rolf seconded. Motion carried.

**Communications:** None presented.

**Report of the Director:** No additions were made to the Director's submitted written report.

**Financial Report:** The financial report was approved and is ready for audit.

**Payment of Bills:**

<b><u>Invoice</u></b>	<b><u>Dollar Amount</u></b>
Visa: Supplies, Building Maintenance, Subscriptions	\$903.71
Hoopla: Digital Materials for February	\$654.87
Amazon: Supplies, Books	\$338.69
Lazerware: Leasing, Maintenance, Projector	\$856.63
Baker & Taylor: Adult & Children Books	\$421.20
Book Farm: Children's Books	\$329.53
Snider McCree: Monthly services	\$335.00
Travelers Insurance: Liability Insurance	\$1336.00

Barker made a motion to approve payment. Galloway seconded. Motion carried.

### **Unfinished Business:**

- a) Programming: Calendar events for April will include an Eclipse Party on April 8, 2024: 1:00 p.m. - 3:00 p.m. Lindsay McGlasson has been working on plans for the Summer Reading Program.
- b) Bookmobile Update:
  - i) Lisa Johnson submitted her report on the bookmobile and homebound delivery service. Book stops in Creal Springs and Pittsburg will resume as the weather improves.
- c) Director's Goals /Evaluation: All completed evaluation forms have been submitted to the president by the trustees. President Kucharski will be meeting with the Director before the next board meeting to formally discuss her evaluation.

### **New Business:**

- a) Solar Power Estimate: Investigating the solar energy option will be paused for the time being. The Director will investigate getting an Energy Audit completed for the library as well as researching the option of installing mini-splits to alleviate our outdated HVAC situation.
- b) Board Vacancy:
  - i) New Board Member Appointment: Barker made a motion to appoint Micah Morrow to fill the unexpired term left by the resignation of Anita Biver. Brown seconded. Motion carried.  
Brown made a motion for Amanda Barker to continue as Vice-President of the COPLD for the remainder of the fiscal year. Rolf seconded. Motion carried.
  - ii) Swearing in of new board member: Micah Morrow was sworn in as trustee by President Kucharski.
- c) Staff Vacancy:
  - i) Hiring new Program Coordinator: Brown made the motion to hire Lindsay McGlasson as Program Coordinator. Rolf seconded. Motion carried. Galloway made the motion to keep the new Program Coordinator salary at the current rate. Brown seconded. Motion carried.
- d) Economic Interest Statements: Economic Interest Statement forms were completed. The director will file them with the Williamson County Clerk.
- e) Other: Revision was made to the COPLD Policy Manual Section III. Rolf made the motion to accept the revision. Brown seconded. Motion carried.
  - Read SI: The Dolly Parton Imagination Library Program partnership and costs were explained by the director.  
The topic of successful fundraising ideas for the benefit of the library was briefly discussed. It is to be placed on the April agenda.

**Closed Session:** No closed session was held.

**Adjournment:** Barker made the motion to adjourn at 7:41 p.m. Rolf seconded. Motion carried.