

Madison County Library
Minutes of the Board of Directors Meeting DRAFT
September 11, 2019

Attendees: Board Members: Diane Heckel, President, Bonita Burr, Secretary/Treasurer, Jill Quinley, Vice-President, Cindy Pattie, Heidi Sage, Susanna Spencer, Cindy Taylor, Lori Rice, Steve Wagner and Library Director: Bonnie Utz.

The meeting was called to order by President Diane Heckel at 7:05 pm.

The agenda was approved.

The Minutes of the July 10, 2019 meeting were approved.

The Treasurer's report, copies distributed, was discussed with some comments, questions. An error was found in the budget vs expense report which will be corrected. In future, fundraising income will be broken down by individual events.

The Director's report was distributed via e-mail. Bonnie reported that the Comcast Business Fiber Optics upgrade is complete. Upload and download speeds have increased greatly and patrons are very pleased. The TLC activity summary report was distributed and has a lot of great features. Bonnie will see about getting additional publicity in the newspaper about the new system.

FOL report - Heidi Sage.

The Taste of the Mountains used book sale brought in \$217.25. The FOL will be helping out with the Auction.

Fundraising – Susanna Spencer

The annual fundraising letter will be sent out at the end of September so it can be delivered before the Live Auction. The current plan is to send out only personalized letters from our data base. The cost is estimated at \$1023. The Board discussed the mass mailing idea again and will wait for a quote before making the final decision as to whether we should do it every year or every other year. Susanna's analysis shows that the personal letter has a better rate of return and she pointed out that the donor list is bigger than last year.

Endowment was covered in the Treasurer's report.

Grounds and Maintenance

Steve Wagner reported that he has asked for a quote to improve duct work and insulation in the attic to improve the AC (it gets very hot in the upstairs meeting room) and to do some maintenance work on the side porch.

Old Business

The Patron Survey did not uncover any significant problems in the library.

New Board members. The Board voted to invite Karen Sterbling to join the Board. Karen attended the last meeting in July. Diane Heckel will put a notice on our website to solicit new Board Members.

Building Committee

No report from the Building Committee

Auction – Cindy Pattie

Cindy reviewed responsibilities and roles in the Auction setup and take down. Everybody is signed up. All Board members are encouraged to put up posters and to contact their businesses. Someone? Will check on wine bottle donations to find out if it is legal.

New Business

The request to hold a voter registration drive in the library was discussed. The use of the library before October 15 for voter registration is not possible because of the Auction set up and because the upstairs meeting room is not handicap accessible. Diane H will inform Peg Clifton.

The rules for the use of the library were also discussed. The Executive Committee will review and re-write the library use policy and present it to the Board at the next meeting.

Check signers for September, Steve Wagner, October, Diane Heckel, November Bonita Burr.

Meetings were scheduled for November 13, 2019 and January 15, 2020.

The Meeting adjourned at 8:53 pm.

Bonita Burr, Secretary