

Madison County Library
Minutes of the Board of Directors Meeting - DRAFT
May 15, 2019

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

The meeting was called to order by President Diane Heckel at 7:00 pm.

The agenda was approved.

The Minutes of the March 20, 2019 meeting were approved.

The Treasurer's report, copies distributed, was accepted.

Director's report was distributed via e-mail.

Bonnie added that the Give Local Campaign netted \$2460.00. All were individual donations.

She commented that the ILS installation is close to completion and that she would provide training for Board Members and for Patrons. With the new system patrons will be able to post reviews and we will be able to e-mail patrons.

There has been a significant glitch in the paperwork submitted to the Federal E-rate program that may delay approval of the wi-fi hard wiring project until next year. She is waiting to hear if they will allow us to correct the error.

FOL report - Heidi Sage.

The Community Yard Sale will be held on Saturday June 8. The cost is \$15.00 per table for vendors.

Volunteers are needed. The FOL will donate the funds for a new projector.

Fundraising – Susanna Spencer

Susanna reported that 350 Annual Letters were sent out and netted 127 donors. There were 48 new donors resulting from the mass mailing. She passed around a preliminary donor list. The use of the Pledge Card was discussed since it was hardly used and could be considered a way to save money in the future.

Scholarship- Lori Rice

The Library Textbook Scholarship of \$1000. was presented to Storm Keys on April 29.

The Board decided that the yearly scholarship will remain at \$1000 since that is in line with other scholarships and with our financial situation.

Grounds and Maintenance

Bonnie mentioned the need to replace carpeting in the library. She was asked to prepare a proposal and cost estimate for approval to be included in the budget.

Building Committee

This new committee will meet to begin planning for future uses of the library. Cindy Taylor asked to be added to the Committee. They will report at the next meeting.

Auction – Cindy Pattie

Dates were decided for this year's auction. The silent auction will run from Sept 23 to Oct. 11. The live auction will be held October 12, the library will be closed on October 14. The Auction Committee is being formed.

Old Business

The revised by-laws were discussed and approved, with the correction of a few typos, by all present.

The 2019-2023 Five Year Plan was reviewed and approved by all present. The Secretary will create a time-line to keep track of scheduled activities.

The Disaster Plan was accepted pending the addition of information regarding who has keys to the Library. All Staff members have keys, Board Members with keys are Steve Wagner and Heidi Sage. A new contact page with this information will be prepared. Bonnie will reach out to the Fire Department to make sure they have a key and the contact list for emergencies.

Board Members – Diane Heckel

We still have 2 openings. It was suggested that Board Members review the Patron Donor Report that Susanna Spencer prepared and identify patrons that may want to be Board Members. All agreed with this suggestion. Alternately Diane proposed that we advertise on Facebook and the website to find possible Board Members. This will be considered at a later date.

Patron Survey and Annual Report – Steve Wagner will be asked to report on this at the next meeting.

Check signers for June – Diane Heckel, July – Lori Rice. Back-up check signers are Steve Wagner and Bonita Burr.

Meetings were scheduled for the rest of the year. July 10, September 11, November 13.

The Meeting adjourned at 8:50 pm.

Bonita Burr, Secretary