

Carroll County Public Library Board of Trustees

Meeting Minutes

February 16, 2013

- I. **Call to Order:** Chair Nick Marsh called the monthly meeting of the Carroll County Public Library Board of Trustees to order at 12:07 p.m. In attendance were Board members Greg Goff, Jim Ellington, and Gerda Wise, Jama Snyder, Library Director Hillary Arney, Assistant Director Patricia Hersey and Regional Librarian Charlotte McIntosh.
- II. **Review of Agenda:** See attached.
- III. **Minutes of the Previous Meeting:** (January 18, 2013) Minutes were reviewed. Goff made a motion to accept the minutes. Wise seconded the motion. Motion was approved.
- IV. **Treasurer's Report:** Arney presented reports for January. Overall is happy with expenses matching targeted figures. Goff requested that the wording be changed on the Quickbooks payroll service charge to reflect an accurate statement. (p. 22) Arney will apply for waiver on CERS late fee for one time late payment. Goff requested another report to reflect depreciation of assets. (p. 6) Arney will confirm dollar amount on p. 27: the pledged amount from Carrollton Federal Bank of \$535,000.00. Motion by Ellington to accept the Treasurer's report. Seconded by Snyder, and passed.
- V. **Regional Director's Report:** Given by McIntosh. Library Legislative Day is coming up on February 20th with an information session on February 19th. KPLA will host a Certification class for Board members on April 8 in Lexington, KY. Online classes are another option for certification and Arney will send links to both the ALA and KDLA resources for these classes.
- VI. **Director's Report:** Given by Arney. Circulation report numbers are good overall. Decrease in Outreach can be attributed to medical leave by Outreach librarian. In looking at numbers in programming, ideas were discussed to work in cooperation with other community organizations such as the summer camps at Cartmell Elementary.
- VII. **Old Business:** Arney and Marsh presented a list of possible projects for the 2013-2014 fiscal year. (pg. 37) Arney is beginning to collect ideas about the children's areas and plans to get bids on the painting projects. Arney will also take pictures of the problems with the flashing on the roof. The railing on the front steps has just loosened and this needs to be fixed immediately.
- VIII. **New Business:** Trustee certification was discussed earlier in the Regional Librarian report. Snyder motioned to adjourn the meeting, Ellington seconded and Marsh adjourned the meeting at 12:56 p.m. Next meeting date: March 15, 2013.

Respectfully Submitted,

Patricia Hersey, Assistant Director and Recording Secretary