

Carroll County Public Library Board of Trustees

Meeting Minutes

20 April 2018

- I. **Call to Order:** Vice-Chairman Mary Frances Mefford called the meeting of the Carroll County Public Library Board of Trustees to order at 12:02 pm. In attendance were Board members Mefford, Jim Ellington, Doug Carlisle, Leah Spencer, Director Hillary Arney, Assistant Director Patricia Hersey and guest Alan Harsin. Chairman Jama Snyder arrived after the start of the meeting.
- II. **Recognize Guest:** Alan Harsin brought a small collection of historical documents from the Dow Corning which has transitioned to Dow Chemical. In light of the company's continuous contribution to the community since 1972, Mr. Harsin proposed that a small display and information center be created to house the materials. Space considerations were discussed and the library will find a place in the Local History Room while Harsin continues to collect materials.
- III. **Minutes of the Previous Meeting:** (April 4, 2018 Special Meeting) Minutes were reviewed. Ellington motioned to accept the minutes. Carlisle seconded the motion. Motion was approved.
- IV. **Treasurer's Report:** Presented by Arney. Full report attached. Motion by Spencer to accept the report. Motion was seconded by Carlisle and the report was approved.
- V. **Regional Director's Report:** Given by Arney: Uniform Financial Information Report has been filed. Optional Trustee Certification Training and webinars were discussed.
- VI. **Director's Report:** Given by Arney. Full report attached. Recently completed portrait of Carolyn Stout was presented. Hersey will reach out to daughters of Dorothy Buckner to initiate a portrait of her. Circulation has dipped slightly, but there has been a continual increase in services. Plans are being made to implement a Bilingual storyhour.
- VII. **Old Business:** Property Acquisitions: No new information.
Carroll County Public Library Scholarships: Board member packets and score sheets were collected. Arney will tally the scores and determine recipients. Names must be submitted to Sheree Richter by this afternoon.
- VIII. **New Business:** Teen area Revamp: Arney presented a proposal to rearrange several areas of the library in an attempt to minimize noise and create quiet zones. The board reacted favorably and planning will continue and changes will be implemented after Summer Reading.
- IX. The meeting was adjourned by Snyder at 1:23 pm.
Next Board Meeting Date: May 18, 2018

Respectfully Submitted,

Patricia Hersey,
Assistant Director and Recording Secretary