

MAROA PUBLIC LIBRARY DISTRICT REGULAR MEETING
MINUTES September 18, 2017

- 1). Call to Order: President Angela Foulke called meeting at 6.32 P.M.
- 2). Roll Call: President Angela Foulke, Secretary Toni A. Stoutenborough, Terri Tate, Randy Hatton, Amber Scott, and Lindsey Hanes. Library Staff Director Sara Gentle, Penny Meece. Absent Andrea Wilber.

Presentations and Old Business

- 3). Board Presidents Remarks: President Angela Foulke presented the flyer on the memorial for Past Trustee Bill Turner. Any donations please give to Director Sara Gentle.
- 4). Recognition of Visitors, Delegations, ect.. President Angela Foulke recognized James Meece.
- 5). Public Comment: N/R
- 6). Committee Reports, Board Assignments
 - a) Personnel Committee: N/R
 - b) Material Selection and Circulation Committee:
 - c) Building and Grounds Committee: New Roof Bids under other old business.
 - d) Finance Policy Committee: N/R
 - e) Financial Development Committee: N/R
- 7). Other Old Business:

- a) OMA Certification Lindsey Hanes turned her certification to Director Sara Gentle.
- b) Metal Roof Estimates. Director Sara Gentle passed out two bids with a little discussion, Trustee Terri Tate stated that the bids look great only she and Trustee Toni A. Stoutenborough thinks it should go all the way to the studs and remove all old materials. We are waiting one more bid. The board will wait till all bids are in to discuss more at that time.

Learning, Discussion, and New Business

- 8). Board Member ALA Training Director Sara Gentle said that all the information is on the website and it only takes 8 minutes.
- 9) E-Rate savings program Director Sara Gentle passed out a Letter of Agency from Jill Dare on the E-Rate Program eligible services for the District/Library/School. This program is a way to save money on the telephone and Internet for the Library.

10) Personnel Policy

a) Sexual Harassment: Director Sara Gentle passed out by-laws for everyone to review and to discuss for the next couple of meetings.

b) Employee Break Policy: Director Sara Gentle also covered the break policy for the employees of the Maroa Public Library. This information is in the new by-laws (please read pages 26-27).

11) Long Range Plan Update: Special Board Suggestions. We have Out Reach Plan made till 2020.

12) Food for Fines: Director Sara Gentle came up with this idea for the community now the Library has a small pantry in the front hallway. GREAT IDEA..

13) 2018 Voting Packets Available from Director Sara Gentle. Sara will update us next meeting October 16, 2017 on who needs to be put on the April 2018 ballot.

14) Other New Business Visitor James Meece asked the Trustees why no one from the community does not come to these meetings. That was a good questions. Some of the Trustees said that we have invited the public many times. We hope to get the word out with the NEW GREAT Flyer that Director Sara Gentle made and passed out.

Agenda Actions

15) Approval, Consent Agenda:

a) Approval of the Minutes from August 21, 2017 Open Meeting

b) Librarian's Reports

c) MPLD August 2017 Compilation Report

e) Treasurer's Report

Motion was made by Randy Hatton 2nd by Amber Scott to approve of the Agenda Actions A-E as presented to the Trustees. Motion passed by all saying yes.

16) Approval, James Meece as Library Trustee. Motion was made by Terri Tate 2nd by Toni A. Stoutenborough to appoint James Meece as a Trustee of The Maroa Public Library. Motion passed by all saying yes. The Board of Trustees welcomed James.

17) Approval, hire Jill Dare to manage telecommunications grant program this was tabled till the Board of Trustees have more information.

18) Approval, Safety of Children in the Library Policy Update. Director Sara Gentle pointed out the Library needs to change the by-laws to read that a 16 year old is not an adult to watch over a younger child no matter if there are from the same family. The by-laws will be updated. The new information will be posted. Motion was made by Amber Scott to update the by-laws for the age of a person to accompanying a younger child 2nd Randy Hatton. Motion passed by all saying yes.

19) Discussion review of October 16th Meeting:

a) Personnel Policy: N/R

b) Long Range Plan: N/R

c) Other: N/R

20) Adjournment

Motion was made by Terri Tate to adjourn at 7:36 P.M. 2nd Amber Scott. Motion passed by all saying yes.

Next Meeting October 16, 2017 6:30 P.M.

Secretary: Toni A. Stoutenborough

A handwritten signature in black ink that reads "Toni A. Stoutenborough". The signature is written in a cursive style with a long horizontal line extending from the top of the first letter.

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