

# Maroa Public Library District Regular Meeting Minutes

01/21/2019 | Maroa Public Library Conference Room - 6:30pm

1. Call to Order – Meeting called to order at 6:32pm.
2. Roll Call – Trustees present: Angela Foulke, Tony Norton, Audra Newton, Carmen Hatton, and Amber Scott. Trustee absent: Lindsey Hanes. Staff present: Sara Gentle, Director.
3. Board President Remarks – President, Angela Foulke, welcomed everyone on a very cold evening.
4. Recognition of Visitors, Delegations, etc. – One visitor, Mason Ricketts, in attendance.
5. Public comment period – No public comments.

## Consent Agenda

6. December 17, 2018 Meeting Minutes
7. Director's Report & Calendar- Sara Gentle's Library update included the following highlights:
  - a. A new copier printer was delivered to the library on January 8<sup>th</sup>. Color copy pricing will now be tiered, based on the amount of color used. The printer also has the ability to print from phones. Technicians have been working since delivery to make the printer fully operational. The only issue that remains is printing from patron phones. Lazerware and Watts are aware of the issue and are working to resolve.
  - b. Getz Fire Equipment is putting together an estimate for flashing fire alarms.
  - c. Flooring America is creating a quote to replace the bathroom flooring with tile that would match the entranceway and conference room. The current bathroom floor tile is permanently stained by bodily fluids and is considered unsanitary.
  - d. Fence Post Café gave the Library a very generous donation of pie gift certificates. The certificates will be raffled off via Facebook, Twitter, Instagram, and most importantly, by visiting the Library on January 23<sup>rd</sup> for National Pie Day.
  - e. The Library will have a booth at the Maroa Forsyth Grade School, Tuesday February 12<sup>th</sup> for the Family Literacy Night. Students and parents will have the opportunity to make monster bookmarks and learn about MPLD programming.
  - f. The Library is planning to support the Maroa Forsyth High School track program by providing a spring runner's training program for the community, leading up to the Maroa Liberty Festival 5K.
8. Accountant & Treasurer's Reports – The Library remains on budget for the 2018/2019 fiscal year.
9. List of Paid Bills

## Committee Reports

10. Personnel – No report.
11. Material Selection & Circulation– No report.
12. Building & Grounds– No report.
13. Finance Policy– No report.
14. Financial Development– No report.

## New Business

15. Policy Review Schedule – A list of proposed review dates was presented to the board by Sara Gentle so that all Library policies will have a regularly scheduled review date. The website has been updated to show these dates.
16. Patron Confidentiality Policy / Selection and Reconsideration Policy Reviews. - Both policies were reviewed. Selection and Reconsideration will remain unchanged. The Patron Confidentiality

# Maroa Public Library District

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Policy will be updated, removing the example statement for possible violations “A request by a parent for information such as fines or other fees by the library to their child,” and presented for approval at the next meeting.

Old Business – Audra Newton agreed to be the Library Secretary.

#### Approvals

17. Approval, Consent Agenda – Motion to approve by Audra Newton. Seconded by Tony Norton. All present, aye.
18. Approval, Mason Ricketts as Library Trustee – Motion to approve by Carmen Hatton. Seconded by Tony Norton. All present, aye.
19. February 18, 2019 6:30pm Meeting Agenda Suggestions – No suggestions made.
20. Adjournment – Meeting adjourned at 7:07pm.