

DEMARY MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING  
JUNE 14, 2017

No changes to the agenda

Kate called the meeting to order at 4:32 PM. Kate moved to approve the agenda. Motion passed. Board members present were Kate Hicks, Jolene Hunsaker, Kelly Mudersbach, and Monica Hemsley. Becky Martin was excused. Jeff McCurdy from arrived at 4:33 PM and exited the meeting at 4:43 PM. Tammy Jones from the city was in attendance and exited the meeting at 5:35 PM. Shambry Emero attended from the library.

Minutes from the May 10<sup>th</sup>, 2017 meeting were reviewed. Monica moved to approve the minutes. Motion passed.

#### FINANCIAL REPORT

Quarterly sales tax payment of \$6200 was received. Square credit card processing is up and running and kinks are being worked out. New line item in budget will be added to account for the 1% credit card fees. July 18-22 are the budget hearings. Tuesday, July 18<sup>th</sup> at 6:00 PM is the library's appointed time. Public budget hearing is August 22<sup>nd</sup>.

#### MONTHLY BILLS

Bills were reviewed and Monica moved to approve the bills. Motion passed

#### PUBLIC COMMENT

None

#### FRIENDS OF THE LIBRARY

A representative from the Friends was not in attendance, however, Shambry reported the Friends are planning on a book sale over the July 4<sup>th</sup> weekend at the Minico Auto Parts building. Sign up sheet will be distributed to sign up for a shift.

#### COMMITTEE REPORT

1. Rural Library Card Scholarships – Shambry met with the Rotary Club. One member donated to the scholarship fund and the Rotary will discuss their future involvement.

#### LIBRARY DIRECTOR'S REPORT

1. Monthly Statistics – Summer Reading will drive up circulation numbers. Graphic novels and westerns continue to be popular. Checkouts for eBooks and eAudio remain steady. OverDrive raffle held between June 1<sup>st</sup> and July 31<sup>st</sup> is expected to promote the service. Square has been a good addition to the payment options for rural cards.

2. Programs – school visits were made at every elementary as well as displays being set up at both middle schools. Susan made contact with parents at the Migrant Preschool and at TLC and also had a booth at the Brewster Health Fair for employees. Summer Reading began June 8<sup>th</sup> with over 100 children signing up so far. Online registration has been a positive addition to the program. A \$500 grant from the STEM Action Center was received and will be used to purchase supplies for Maker Camp.
3. Building Update – the back door of the Youth Room was painted. Painting the three pillars was discussed. Bids are being sought for replacing the laminate on the circulation desks. Security cameras have been ordered and may be installed near the beginning of July.

#### REMARKS FROM CITY LIASON

Tammy reminded the Board of the upcoming fish fry and regatta boat show June 22<sup>nd</sup>, the July 4<sup>th</sup> festivities, and Operation Facelift taking place tonight at 5:30 PM. She also reported that the bond passed and the committee is scheduled to meet to solidify their plans for improving the Square.

#### UNFINISHED BUSINESS

1. Discussion on offering Friend of the Library space – the Friends will be offered two shelving units. Specific guidelines will be created and the agreement will be reviewed by Jeff.
2. Review of library policies – Collection Policy was reviewed by the board. Kate moved to approve the policy. Motion passed. Becky will continue work on the Social Media Policy.

#### NEW BUSINESS

1. Review and discussion of possible library budget for 2017-18 – Shambry recommended re-hiring a custodian. Also, Shambry will review the payroll numbers with Jeff. Kelly moved to approve the proposed 2017-18 budget. Motion passed.
2. Discussion on decorating and scheduling fair booth – decoration ideas were discussed and a schedule will be made to allow the board members to sign up for a shift. Options for a rural card giveaway or a fine forgiveness card giveaway were discussed.

No executive session was needed.

Kate adjourned the meeting at 6:24 PM.

The next regular board meeting will be held July 12, 2017 at 4:30 PM.

Respectfully Submitted,  
Monica Hemsley  
Board Member