

BOARD OF TRUSTEES REGULAR MEETING

June 15, 2022

Alexandria Branch

MINUTES

CALL TO ORDER

President Tracy Smith called the regular meeting to order at 5:30 p.m.

ATTENDANCE

Board members present: Tracy Smith, Jon Cullick, Kelley Raleigh, Maggie Brown and Jessica Schweitzer. Also present: JC Morgan, Library Director; Carrie Ratterman, Alexandria Branch Supervisor; Katherine Sallee, Alexandria Children's Programmer; Andrew Moorhead, Communications Manager; and Chantelle Phillips, Assistant Director.

PUBLIC COMMENTS: None

MANAGERS' REPORTS

Carrie Ratterman reported on some critters getting into the office at Alexandria. Sean Mertens, our Maintenance Specialist, sealed the hole found through which they must have entered. She also reported that a new accessibility button was installed on the front door that is easier for patrons. Carrie reported on Summer Reading Kick off at Alexandria. She added that about 200 people visited the building during the first two hours of Kick off and that 182 people registered for Summer Reading. Plus, a dozen people registered for new library cards. Carrie added that's how many new library cards they normally process in an entire month. Carrie announced that she is expecting a baby in December. Carrie reported that they've had a lot of patrons express the desire for Alexandria to have Monday hours. These patrons said that Cold Spring can be hard to get to on Monday nights.

Katherine Sallee reported that she got married in May and they had a Hobbit-lite themed wedding. She added that both she and her husband work in libraries. Katherine reported programming has been going well and attendance is picking up. She added that Puppy Tales has been a huge success and most all of those who register do actually attend the program. Katherine added that she's seen kids coming out of their shells while reading to the puppy. Katherine reported she used some extra programming money to buy stuffed animal versions of literary characters to set out in the Children's area. The most popular has been Dog Man. Katherine added that the kids connect the stuffed animals with the characters in the books they read. Katherine reported that the branch ran out of the Summer Reading sign-up prizes quickly so she found some prizes in her stash. She wanted to be able to continue offering prizes for signing up which encourages others to want to sign up.

PRESIDENT'S REPORT

President Tracy Smith had nothing to report this month.

DIRECTOR'S REPORT

JC Morgan asked if anyone had questions about his written report. JC reported on the short-term budget and, based on that budget, believes that we will have sufficient funds until real estate receipts come in during November or December. JC reported on an upcoming webinar about the board member appointment process that will go into effect on January 1, 2023. Jon Cullick reported that he would like

to attend the webinar. JC asked the Board for their permission to take Bereavement Leave to attend his father-in-law's memorial service in Lake Tahoe. The Board was okay with JC taking those days.

COMMITTEE REPORTS

- Board Member Selection Committee (Kelley Raleigh and Maggie Brown): Kelley Raleigh moved to approve the nominations of Tracy Smith and Doug Gerrard, Maggie Brown seconded, all were in favor and the motion carried.

NEW BUSINESS

- Disposal of Surplus Materials: This month's disposal includes 1,005 items withdrawn from the collection plus a broken HP Monochrome Laser printer from Newport. The disposed items from our collection will be given to the Friends of the Campbell County Public Library for their regular book sales. The printer will be recycled. Jon Cullick moved to approve the disposal, Jessica Schweitzer seconded, all were in favor and the motion carried.
- Election of Officers: Kelley Raleigh moved to retain the current slate of officers for the board:
 - Tracy Smith, President
 - Jessica Schweitzer, Vice-President
 - Maggie Brown, Secretary
 - Jon Cullick, TreasurerJon Cullick seconded, all were in favor and the motion carried.
- Disposal of Government records: Maggie Brown moved to dispose of the FY2013-14 Financial Statements, Kelley Raleigh seconded, all were in favor and the motion carried.
- Approval of budget amendments to the DLG: Jon Cullick moved to approve the budget amendments as presented, Maggie Brown seconded, all were in favor and the motion carried.

UNFINISHED BUSINESS

- None

FINANCIAL REPORT AND MINUTES

- Maggie Brown moved to approve the minutes and the financial reports as presented, Kelley Raleigh seconded, all were in favor and the motion carried.

NEXT MEETING: Wednesday, July 20, 5:30 p.m., at the Cold Spring Branch or through Zoom.

ADJOURNMENT: Jon Cullick moved to adjourn the meeting, Jessica Schweitzer seconded, all were in favor and the motion carried. Tracy Smith called the meeting to an end at 6:05 p.m.

Respectfully Submitted,
Chantelle Phillips, Assistant Director

Tracy Smith, President

Maggie Brown, Secretary