

CHURDAN LIBRARY TRUSTEES

February 10, 2020

The Board of Trustees met at the Churdan Library meeting room with Andy, Bobbie, Joan, Marilyn P., Shari, Marilyn T. and Marsha present. Andy called the meeting to order at 9:05 am. Marilyn P. made a motion to approve the minutes from the January meeting. Joan seconded. Motion carried.

Circulation is down a little bit, as expected. Marilyn P. reviewed the financials. Bobbie made a motion to approve the financial report. Joan seconded. Motion carried. Marilyn T. gave us a little demonstration of the new bar code scanner they use for books. They hope to get another one for the library. The library has received memorials for Sam Cassell, Rosemary's son.

The meeting room was used by the 3rd and 4th grade basketball kids, the Caucasus, and a movie with the book club ladies. The Board requested to continue to receive reports as to what, besides library functions, has taken place in the meeting room.

Old Business: Children's programming in January had very few events because of late school starts, no school at all, and sickness at school and in the Tilley family. It was down from 19 in December. On February 25th, Lori Lynn will present a program for students up to 2nd grade at school. There will be a program at the library that evening for any daycare providers. CE credits will be available. A meal will be served at 5:30 pm with the program starting at 6:00 pm. Because this is funded by a grant, anyone from the surrounding counties will be welcome to attend. Marilyn will keep us informed about any after-school programs.

There were 11 adults at the movie, "Where Did You Go, Bernadette?" We still need to decide what other material we would like to have digitized along with the newspapers. The grant will be submitted this week. We will have a fundraiser on Sunday, March 8th, from 11-1pm at the library. We will have a baked potato bar and maid-rites. We will solicit most of the supplies. The list will be available at the library on March 2nd. Donations will be used for operating expenses. We will wait for warmer weather to begin work on the front door and steps. Perhaps we can get a grant.

Shari and Morgan attended a Website Workshop on January 23rd. The library website is not ready to go yet. "Snapshot" costs about \$395.00. It will go on the website. The wireless printer cost about \$50.00. It will print pictures from a phone and laptop and will be for public use. Cost will be 10 cents a sheet. With practice, it seemed to work! **New Business:** For children's programming, the movie, "Frozen," will be shown for Valentine's Day. For adult programming the County Extension will present the program, "What About Me?" on Friday, March 6, 13, 20, and 27 from 1-2pm at the library. On Tuesday, April

14th at 1:00 pm, a program about fraud, "Spot, Stop, and Avoid Fraud," will be presented. On Monday, April 20, at 1pm, a program about adult nutrition, "My Plate" will be given. An exercise program will start on Thursday, Feb. 13, at 12:30 pm and on Monday, Feb. 17, at 6:15 pm. Exercises can be done standing up or sitting on a chair.

The sing-along version of "The Sound of Music" will be presented on Sunday, March 29, from 2-6 pm. Everyone should bring snacks. Popcorn and pretzels will be furnished.

Shari will contact the recycling guy to see if he will come and present a program on the recycling program in Churdan.

A grant request for sewing machines and a STEM cart has been written to the Greene County Foundation.

Some sort of thank-you was discussed to be sent to the people who helped move snow in front of and behind the library. It was decided to wait and see what the rest of the winter weather does. Shari would like to have the Microsoft Office Suite installed on more of the computers in the library besides just the circulation computer. It contains Documents, Ex-cel, Word Processing.

We tabled the discussion until the next meeting in order to obtain pricing.

We will serve the Lions' Club on Thursday, March 12, at 6:30 pm. The Library will furnish the lasagna and garlic bread. Marilyn P. will furnish a lettuce salad, Andy will bring angel food cake, Marsha will bring strawberries and Cool Whip, Shari will bring a salad, and hopefully deviled eggs will be brought. The board members in town will bake the lasagna and bread.

Bobbie made a motion to approve the ADA checklist for the toilet in our new bathroom. Joan seconded. Motion carried. For our Application for Accreditation we need 29 points which we have. We looked over three pieces of library policy and corrected them.

Bobbie made a motion to leave the Library Ordinance as is. It is located in the City Ordinance under Title 5 Human Development. It will be dated 2/10/2020. Marilyn P. seconded. Motion carried.

The Churdan Library By-laws were reviewed and approved.

We will meet again on Tuesday evening, Feb. 11, 2020, after the Lions' Club pancake supper for a workshop. Bobbie made a motion to adjourn. Andy seconded. Motion carried.

We started our workshop by reviewing the library by-laws and made a few changes. We went over the Library Personnel policy. Marilyn P. made a motion to accept all the policies as written. Bobbie seconded. Motion carried.

We looked at the Library Appropriate Behavior Policy, and reviewed and finalized the Strategic Plan for the Library.