

Harper Library Board Meeting Minutes
August 21, 2023

Location: Harper Library

Present: Tomi Pugh, President; Scot Danner, Vice President; Courtney Anderson, Secretary; Mari Praisewater, Treasurer; Suzanne Jacobs, Director; Chuck Leinweber, Director

Absent: Sivalee Mauldin, Director

Guests: Denise Mozingo, Terri Criswell, Sandra Leinweber, Barbara Eastwood, Linda Lee, Kerry Sandstrom, Kathy Clark, Hayden Hall

Call to Order: 4:30 PM

Tomi Pugh

Pledge of Allegiance

Public Comments

- none

Minutes: Corrected via email, approved by acclamation.

Communications:

- none

Treasurer's Reports: Attached

Mari Praisewater

- The SSBT 3-month CD matures on September 20 and will need a decision about moving forward
- Mari reports on money deposited into the account within the calendar month, while Terri reports on sales rung at the register within the calendar month; this accounts for the occasional discrepancies between numbers on both reports

Library Director's Monthly Report: Attached

Denise Mozingo

- Sports program ads have been ordered from Harper High School
- Thanks to Linda Lee for keeping the library scrapbook up to date!
- Grant received from NASA for eclipse materials: telescope, sun spotters, books, sorting games, etc.

Resale Shop Team Monthly Reports: Attached

Terri Criswell

- Suzanne appointed External Sales Coordinator for the Resale Shop
 - She will create Ebay listings Wednesdays and post one week later so that volunteers can have first dibs on items listed
 - First Ebay sale completed recently for \$478.76 profit

Old Business

- Eagle Scout Project update Hayden Hall
 - Excessive heat has changed plans slightly: Hayden and crew will do everything shy of planting (hardscape, mulch, flags for hose leaks, painting rocks, relabeling plants, landscape fabric, gravel)
 - Troop 139 will finish the planting at a later date as a community service project

- o Terri: the drip system has suffered damage from the heat (some leaks) and will need repair
- Library Printer Replacement Tomi Pugh
 - o Toshiba lease ending soon; letter due next week to avoid automatic renewal; must be returned at library's expense or purchased at cost determined by Toshiba upon cancellation
 - o Board looking for ideas for new printer that will avoid current woes experienced with Toshiba
- WiFi Committee Report Chuck Leinweber
 - o Windstream proposal \$200-2000 a month, said they would email but never did
 - o Bee Creek did not return phone calls from Chuck or Scot (Terri will call secretary later)
 - o Starlink \$250 small business service, \$2500 equipment fee, requires waiting list with possible fee (Chuck will research fee)

New Business

- Insurance Coverage Report Tomi Pugh
 - o Volunteers are not eligible for Workman's Compensation, only paid employees and first responders
 - o General Non-profit Liability insurance policy would cover an incident for volunteers and patrons
 - o Library or Resale Shop closures during upcoming eclipses will be a business decision
- Budget Committee Tomi Pugh
 - o Tomi appointed Denise Mozingo, Mari Praisewater, and Sandra Leinweber the 2024 budget committee; Tomi will sit in on meeting
 - o Committee should have proposed budget ready by November meeting
- Binders
 - o Tomi reminded all board members to bring binders to the next meeting to update policies and paperwork

Adjournment: 5:23 PM

Signed after approval at the next Board meeting.

President, Tomi Pugh

Secretary, Courtney Anderson

Date