

September 27, 2021

Our mission: to be the community hub connecting our patrons to the world.

Jordan Bramley Library Board of Trustees

Minutes for the Regular Monthly Meeting

Monday September 27, 2021

Start time: 6:29 pm

Attendance: L. Byrnes, T. Sullivan, D. Barber, D. Strauss, S. MacDowell, M. Smart
L. Johnson

The Pledge of Allegiance was recited

Director's Reports (August, 2021) and Secretary's Report (August minutes):

Linda reported attendance is up in the library and it was a great turnout for the Summer Reading Program. She stated it was the most books read in a long time. Loretta stated Wow! The teen participation was a fantastic number. Mindy asked if the teenagers were more middle or high school level and Linda replied "homeschooled"; 14-15 years old. Dick interjected there is a potential board member among the parents of homeschooled children due to the reliance on the public library systems. All agreed.

Linda submitted the state's construction grant for 2022. Tim asked if funds were through the state or county. Linda stated the state, but each county gets an amount, for example OCPL gets \$4 million to distribute. Mindy will also file all the attached letters with tonight's minutes. Linda also received our 2021 Aid Payment from OCPL in the full amount (usually it was always a percentage until the state budget was passed).

Linda is partnering again this year with the school district. She is distributing tubs of books to each preschool classroom to be rotated throughout the school year, and two teachers at the middle/high school level are coordinating with Linda to provide library cards to 6th, 7th, and 9th graders.

The Fall Festival was a success! All 200 bags allocated for this year were purchased and filled. The library began the weekend with 36 tables of used books for sale, and ended the weekend with only 4 tables left.

On the balance sheet, Linda stated the negative checking account balance was a result of Julie making a past dated transfer. We received a check for \$3,458.72 from the MLL account. Linda deposited it into checking but it was decided that it should go into our Capital Fund at the August monthly meeting; therefore, Julie moved the funds over on Monday but dated it for 8/31/21 to reflect that it happened as discussed. But, it made it look like a negative balance in the checking account when in actuality there is not. Linda also went to Lyons Bank to correct their error in our deposit to pay the credit card. The bank reimbursed the late fee to the library's account.

On the Profit & Loss sheet, Linda stated there was an \$8,000 donation for legal funds incurred for the property transfer. Now that the transfer is complete, the donor wanted the remaining money placed in the capital/legal funds; therefore, Julie moved an estimated \$3,500 leftover from the legal fees to the capital funds and from there transferred \$1,500 to the legal

Pg. 2 September 27, 2021 minutes cont.

fund. Tim asked if Julie had talked about the negative \$10,000 in the budget for the year, and Linda replied No.

The board members read over the August, 2021 minutes with no comments.

A motion was made to accept all reports. Motion: D. Strauss
2nd: L. Johnson
Vote: All Yes

A motion was made to move the capital funds to the legal funds. Motion: D. Strauss
2nd: S. MacDowell
Vote: All Yes

Agenda Item 1: Fall Festival

It was agreed by all members that the used book sale was a success. But we are in need of more volunteers. Discussion ensued re: student volunteers and community service hours. Tim asked about the Friends participation. Linda stated Holly worked many hours and Doris was there; both from the Friends of the Library group. Linda also stated she went to the Friends meeting and they are working on a few things and the group did pay for the crafts for the summer reading program. It was decided to pursue volunteers for next year in the spring by contacting the high school and various groups/clubs. Dick stated we should ask our local judges for individuals assigned to community service, also.

Tim stated Rick Rohmer has an Eagle Scout looking to build shelves in the pole barn. To complete the project the scout will hold a fundraiser for materials and the board could possibly match his funds. Dick stated potentially the community council could fund some of the project.

Agenda Item 2: Project Improvements Update

Tim stated the windows are in! Stew stated nice job! Linda stated she talked to the contractor about possible shutters. Casey also put a post on FB in regards to the new windows. Tim stated the landscaping project is still progressing. Still waiting to hear from the tree service removal and Linda will call Abe. Tim will meet with Dave Reilley to discuss keeping the library sidewalk, but moving it more towards the village sidewalk and utilizing pavers. The idea of curving the sidewalk was discussed and Stew pointed out that snow removal could be an issue with a curved version.

Agenda Item 3: MOU

Trustees had the opportunity to read earlier. Loretta asked if any major changes from prior years. Linda replied No. Linda had all the paperwork and as secretary, Mindy completed the board portion and returned to Linda for submission.

Pg. 3 September 27, 2021 cont

A motion was made to accept and sign the MOU. Motion: M. Smart

2nd: T. Sullivan

Vote: All Yes

.Around the Table

Linda - She has an attendance/tardiness policy that she distributed to trustees. It will be voted on next month. Linda plans on starting a short newsletter for patrons to pick up at the circulation desk. It will focus on what's happening in the village.

Dick - still working on changing the charter; we still need to look into other grants (Weissman and T-mobile); need to change the mask sign - board's decision not county's; knows a potential board member and will invite to next meeting

Darcy - will follow up on the Weissmann funds; Mindy will send her a "form letter"; supporting the pole barn - she will take on the job of organizing the barn and coordinate with the bookstore.

Loretta - she will be taking a year off from the board starting in January but wants to be a part of the Fall Festival next year. Tim thanked her for her service on the board. Thank you, Loretta!

Stew - happy to see the windows in! Wants to follow in footsteps for bbq chicken booth and sign up volunteers for next year during the current festival.

Mindy - will follow up with the mayor on the Main St Grant and will see if we can work with him on a T-Mobile community grant.

Tim - approached Kathleen Ferris about becoming a trustee, but she is willing to partner with us re: the business community. We are in need of two more trustees.

Motion to adjourn: Motion: D. Strauss

2nd: T. Sullivan

Vote: All Yes

Meeting adjourned: 7:51 pm

Respectfully submitted,
Mindy Smart,
Secretary