

## **Speedway Public Library – Minutes of the September 5, 2018, Meeting of the Board of Trustees**

**Meeting Attendees:** Darsi Bohr (Director), Tina Campbell (President), Bernie Cinkoske (Treasurer), Suzanne Deboer, Richard Meiss (Secretary), Tom Popcheff (Vice President), Scott Speer, and Jennifer Tiffany.

The meeting was called to order at 7:00 PM by President Tina Campbell. No members of the public were present. The minutes of the August 1<sup>st</sup> Board meeting were amended to reflect the absence of Jennifer Tiffany and to substitute the word 'moved' for 'voted' in the Director's report (see below) and were approved unanimously. (Tom Popcheff moved acceptance, with Suzanne Deboer seconding.)

### **Director's Report and Items Arising**

- Board members Bernie Cinkoske and Suzanne Deboer have each agreed to serve another term on the Board. They were thanked for their willingness to continue to serve, and the Board approved their nominations. Suzanne's reappointment will be through the School Board, and Tom's will be via the Town Council.

- Pursuant to Suzanne Deboer's request to Mr. Jim Bradley (owner of an HVAC company), the idea of chemical treatment of the piping of the HVAC system was rejected. Our advice was that such treatment of aging plumbing would likely lead to leakage problems.

- The Adult Services Librarian, Ashley Bartley Bryer, will be on maternity leave beginning in February 2019. Per her request, she will be allowed to use a portion of her sick time and a portion of her vacation time during her leave. This absence, in addition to other personnel leaves (maternal, medical, and training) will leave the Library shorthanded. To assist in staff coverage, Toni Sekula will return part-time, and other staff members are working hard to prepare themselves to provide continued excellent service to the patrons. Kudos to all involved.

- Because of increasing demand and lowering of acquisition costs, patrons will be allowed to check out 10 CD's (up from 5) and 3 Playaways (up from 2) in a single transaction. The Board approves of this change.

- Long-time Speedway resident Margaret Layne, a former Board member and supporter of the Library, has willed a gift of \$10,000 to the Library. The Board has decided to combine her gift with the Evelyn B. Dick Fund. These two donors were good friends and their combined generosity will benefit the Library for years to come.

### **Staff Reports**

- The Board reviewed the Staff reports and the usage data from Library operations and found matters to be progressing satisfactorily

### **Financial Matters**

- Lynn Gorrell advised that the format of the monthly Finance Report has been changed to make it more concise and informative. Details of these changes will found in the attached Financial Report.

- The Board reviewed the Claims and Warrants for August 1 to 31 in the amount of \$87,498.93. Bernie Cinkoske moved acceptance, with Scott Speer seconding. Approval was unanimous.

### **New Business**

- There was no new business arising.

### **Adjournment**

- There being no further business, the Board adjourned the meeting by unanimous vote at 7:40 PM (Tina Campbell moved and Tom Popcheff seconded). The next regular meeting will be on Wednesday, October 3, 2018, at 7:00 PM.

Respectfully submitted,  
Richard A. Meiss, Secretary