



## BOARD MEETING MINUTES:

June 23<sup>rd</sup>, 2022

### CALL TO ORDER – Board of Trustees

A Board of Trustees meeting, of the Peru Public Library, was held on Thursday, June 23<sup>rd</sup>, 2022. The meeting was called to order at 6:30 PM and was presided over by President Alison Paul.

### ATTENDEES

MEMBERS PRESENT: *Regine Brindle, Regina McDowell, Bryan Maggart, Leslie Murphy, Deb Swihart, and President Alison Paul.*

MEMBER APOLOGIES: *None.*

DIRECTOR PRESENT: *Maryann Farnham and Assistant Director, Michelle Spangler, were present.*

GUESTS: *Staff member Lisa Rummel was also present, to take the minutes.*

### ELECTION OF OFFICERS

Paul and Maggart were both nominated for president.

Paul wanted to make a few remarks about why she would like to continue being the president.

- She is a library card holder and uses her card frequently.
- She has a good working relationship with the mayor, the acting mayor, and with Commissioner Weaver.
- She has spent a lot of time meeting with contractors, usually during the day, not evenings.
- She subscribes to lots of library websites. The state library sends copious amounts of information, all of which she reads, even though not all of it is useful.
- She reads the minutes of other library boards as well.
- She visits other libraries in person whenever she is in a different town.
- She has also been reading other library boards' by-laws, as she knows ours will need to be soon.
- Whenever she is at the library, she takes note of the grounds, of the state of the building inside and how clean it is, of how happy the staff members are, and of what is on display, especially on the children's floor.
- She attends many library programs, all year round.
- She meets with new board members and goes over their job.
- She created a board book and a set of rules for running a meeting.
- In the past 2 years, she has only missed 1 board meeting. Vice-president Murphy was going to run that meeting but they ended up not having a quorum.
- She takes an active part in all her board committee work, even though it can be tedious, as she feels it is important to do one's duty.
- She makes it a priority to return the library director's phone calls immediately and only during work hours, to respect the staff's time.
- She explained why she believes all of this is important, including attendance at events, in order to answer any questions from the public.

McDowell asked Maggart why he wanted to run for the office of President, and if he thought Paul was lacking in some way. He said no. He said he had never worked in that capacity before and thought it would be interesting. He said it sounds like Paul does a stellar job and no one is going to be able to measure up to that. He said he'd go over the job description and make sure he did everything.

The votes, written on slips of paper, were collected and counted by McDowell. The vote results were a three to three tie between Paul and Maggart. The vote was taken again, as the rules require a new round until the tie is broken. Paul won with four votes to Maggart's two votes on the second round

The slate of nominations for the rest of the officers was as follows:

Murphy for vice-president,

Brindle for secretary, and

Swihart for treasurer.

Brindle called the roll for the vote: Brindle – aye, McDowell – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart – aye.

Swihart commented that she had voted against Paul for president because she disliked the roll call for every seconded motion. Paul suggested Swihart could propose a change in how the voting is done under new business.

The elected officials of the Peru Public Library board of trustees are Paul as president, Murphy as vice-president, Brindle and secretary, and Swihart and treasurer.

## **APPROVAL OF PREVIOUS MINUTES**

May Minutes

On page 4, the name "Russell" should have had two "L"s instead of one. Swihart motioned to accept the minutes as corrected and Maggart seconded. The vote was as follows: Brindle – aye, McDowell – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart - aye. The motion passed with all ayes.

## **FINANCIAL STATEMENTS**

Swihart said everything looked good with the financials. The operating funds looked lower, but the tax distribution check should be coming in soon. Farnham said it had just come in, so would be in the next month's financials. The charge for some of the Wednesday programs was discussed briefly. Maggart motioned to accept the financial statements, claims, and bank and deposit statements and Brindle seconded. Roll was called: Brindle – aye, McDowell – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart – aye. The motion passed unanimously.

## **ANNOUNCEMENTS**

Director Farnham shared thank you cards from two kids who had attended the opening of the story walk.

## **AGENDA**

### **DIRECTOR'S REPORT**

Farnham sent a request letter for the new board member to County Council, but their June meeting had been cancelled so there had been no news yet.

The budget committee requires the appointment of 3 people. Swihart and Paul will be on it, as treasurer and president, and Murphy volunteered as the third.

The meeting with DGLF will be on July 18<sup>th</sup>. It is just a few days after the growth quotient is received.

This should leave plenty of time to create the new budget.

There was a brief discussion about the property tax distribution just received.

The numbers will be in next month's financials.

The ARPA final report has been submitted.

Spangler reported on the successful story walk grand opening, with 84 people in attendance. Since then, she and the custodian, Anna, had gone to clean the story walk and commented on how nice it was to see people using it. July 8<sup>th</sup> at 10 in the morning will be another story walk group walking opportunity with popsicles, crafts, and a circus story. Spangler is working with the Sharon Edwards family to make sure there are copies of the story walk books in the Sharon Edwards Little Free Library.

As of the board meeting day, there were 376 people signed up for the Summer Reading Program, including 70 adults. The program events have gone well. 543 people total have attended the Wednesday at the Park programs. 15-16 kids have already completed the Summer Reading Program.

Farnham stated that she hasn't had the discolored ceiling tiles in the east meeting room changed out yet, but there are no signs of any further leaking. The contract for the basement project has been signed. There's a goal to have the staff moved out by August for the work to start. The company only needs 2 weeks of notice. So far, the AC has continued to work. The library was first to offer its facilities as a cooling station during the recent heat wave. The HVAC bill from Day's this month totaled \$294. While he hasn't been back to officially check on the HVAC, his wife has asked Farnham several times about how it's working, and Day checked in with Farnham's husband about it as well.

There is nothing new to report for the west exterior step project, but the potential future projects and need for a new canopy over the staff entrance on Huntington Street were discussed. The gaming table came in and has been installed, so that was discussed as well.

### **OLD (UNFINISHED) BUSINESS**

None.

### **NEW BUSINESS**

Everyone had received a copy of the Code of Ethics in the board packet. The official copy was passed around and signed by all six current board members, as required annually.

Swihart then followed up on her wish to do away with taking roll call for every vote. She wanted to go back to the way things were done pre-Covid, with a simple aye or nay at the same time.

Paul explained why she would like to see the roll call to continue. She also brought up the voting requirements and which of the board by-laws or the state library or Robert's Rules of Order, take precedence. There was a discussion on properly recording dissenting votes without a roll call for the vote. Swihart motioned to change voting from roll call to voice and Maggart seconded. Brindle called the roll for the vote: Brindle – nay, McDowell – aye, Maggart – aye, Murphy – aye, Paul – nay, and Swihart – aye. The motion to change the voting procedure from taking a roll call to a simple voice vote passed with four ayes.

The next meeting is on July 28<sup>th</sup>. Swihart commented that she will not be here for it.

**There being no further business on the agenda, the meeting was adjourned by President Paul at 7:37 PM.**

**MINUTES PREPARED BY: Lisa Rummel, Peru Public Library staff member**

**SECRETARY APPROVAL:**

*(Signature & Date)* \_\_\_\_\_

**Peru Public Library**