

The Shelbyville Public Library Board of Trustees met on Wednesday, September 1, 2021 in the McCain Community Room of the Shelbyville Public Library. The meeting was called to order by President Steve Thompson at 5:00 p.m. with the following members answering to roll call: Michael Kiley, Ellen Kruse, Bari Mose, Paige Reese, Alex Shanks, Steve Thompson, Marlene Waggoner and Diana Wagner. Absent: Jill Miller. Librarian Cameron was also in attendance.

A motion was made by Ellen Kruse and seconded by Marlene Waggoner to approve the minutes of the August 4, 2021 meeting. Motion carried.

There was no Treasurer's Report for August.

The bills were presented. For August the general bills amounted to \$6,956.15. Salaries and benefits were \$13,604.97. A motion to approve the August bills was made by Michael Kiley and seconded by Paige Reese. Roll call vote: Kiley aye, Kruse aye, Mose aye, Reese aye, Shanks aye, Thompson aye, Waggoner aye, Wagner aye. Motion carried.

## **Communications**

The Board received a thank you card from Pat Robertson for the plaque that was presented to her upon her retirement.

## **Librarian Report**

August Statistics: Visitors 1043; Checkouts 2384; E-material checkouts 56; Unique borrowers 225; Holds placed 561; Holds filled 486; New patrons 5; Computer uses 119; PAC logins 505; Website visits 277; Website unique visitors 138.

During the month of August, 24 children attended the monster themed drop-in programs.

Librarian Cameron completed 2 hours of cataloging training.

Staff members are currently conducting the annual inventory of materials.

Librarian Cameron was a guest on WTIM Radio on Friday, August 13 and shared information about our participation in the 3rd Annual Library Crawl, Author Chris Bohjalian Zoom event, and drop-in programs. She will be a guest again on Friday, September 10 from 8:40-9:00 a.m. on 107.5 FM.

## **Technology**

New patron computers should be installed by the end of this week. The barcode scanner at the main circulation desk is starting to malfunction and will be replaced. Ribbon for the receipt printer at the main circulation desk can no longer be purchased, so it will also be replaced with a thermal printer.

## **Building**

During the heavy storms in August, water began coming in through a light receptacle in the microfilm room. Plumber Derek Hardy removed debris from the gutters. After this occurred again on the 26th, one of his staff found water around the door frame on the roof above the microfilm room and suggested that this be repaired. Boehm Construction has been contacted to inspect the door frame.

John Eloe of Eloe Landscapes came to discuss landscaping needs. He declined to try to replace the tile at the northeast corner of the building. He will present his plan to the Board and answer questions.

Josh Boehm of Boehm Construction has been contacted about replacing the tile. He hopes to be able to come this week to discuss the project.

### **New Business**

A motion was made by Michael Kiley and seconded by Marlene Waggoner to accept the quote from Eloe Lawn & Landscapes LLC in the amount of \$23,950.00 for the landscaping project. Roll call: Kiley aye, Kruse aye, Mose aye, Reese aye, Shanks aye, Thompson aye, Waggoner aye, Wagner aye. Motion carried.

A motion was made by Bari Mose and seconded by Diana Wagner for approval of moving substitute circulation clerk Imelda Griar Nugent to part-time circulation clerk. Motion carried.

Discussion was held regarding issues related to COVID-19 and whether we should develop a Pandemic/Quarantine policy. Monica will bring a copy of a policy from another library for the Board to look over.

The next regularly scheduled meeting will be Wednesday, October 6, 2021.

With no further business, the meeting adjourned on a motion by Marlene Waggoner and second by Diana Wagner at 5:42 p.m.

Diana Wagner, Secretary