

Marshall District Library
Board of Directors
Regular Meeting
October 8, 2019

The regular meeting of the Marshall District Library Board was called to order by President Martha Frohm at 7:00 pm.

Roll call was read by Secretary Mary Fountain.

Members present: Kara Boughton, Mary Fountain, Martha Frohm, George Guerin, Ken Koberstein, and M.J. Harting-Minkwic.

Members absent: Shelley Preston

Others present: Angela Semifero, Nate Palmer, and Chela Vansickle

President Frohm led the group in the Pledge of Allegiance.

Approval of Agenda: George Guerin made a motion to approve the agenda of the October 8th meeting, supported by Ken Koberstein. Motion carried.

Approval of Minutes: Ken Koberstein made a motion to approve the minutes of the September 10 meeting with two corrections: The approval of minutes should have been supported by Kara Boughton not George Guerin and a motion made by President Martha Frohm to pay the bills incorrectly stated her title as treasurer. Supported by Kara Boughton. Motion carried.

Financial Report: Ken Koberstein previously reviewed the bills.

Bills: Ken Koberstein made a motion on behalf of the Finance Committee to pay the September bills in the amount of \$84,985.71. All present voted yes.

Library Directors report:

- Director Semifero explained the points of her written report.
- Angela discussed some of the programs that were held. The escape room held at the Cronin mansion was a success. It was enjoyed by families, teenagers and adults. Attendance was 180 people.
- Under the Radar was so popular it was held at the Marshall High School Auditorium with 235 people in attendance.
- Staff presentations:
 - o Throughout the year the staff will be doing presentations at our board meetings.
 - o Nate Palmer spoke about his job. His department is the backbone of the library. The library circulates between 10,000-12,000 books each month and circulates 1,000 books through Interlibrary Loan. They also send 100 overdue notices. Nate is also in charge of the building and is a notary public.
 - o Chela VanSickle has been at the library for 15 years, first as a page and full time now. She presented a video of her job at the library. Some of her jobs are unpacking boxes of

books, checking invoices, cataloging the books for youth and adults, places covers and labels on books. She also delivers books to the homebound.

Committee Reports:

- Building and Site - did not meet.
- Finance – met this evening and will meet November 12th at 6:30 pm before the regular board meeting.
- Personnel – did not meet.
- Policy- did not meet.

Unfinished Business

- Holidays 2019-2020 – Ken Koberstein made a motion to accept the list of days closed at the library. George Guerin seconded the motion. Motion carried.

New Business

- Committee Assignments – Committee assignments were presented and all present were fine with the appointments.

Comments from the Board

- George Guerin is glad to be back.
- Everyone welcomed M.J. Harting-Minkwic to the board.

Comments from the Public.

No comments from the Public.

Meeting adjourned at 7:35 pm. The next meeting will be on November 12th, 2019.

Respectfully submitted,
Mary Fountain, Secretary