

Marshall District Library
Board of Directors
Regular Meeting
January 14, 2020

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, M.J. Harting-Minkwic, and Shelley Preston

Others present: Angela Semifero, Nate Palmer, Doreen Boyer, Matt Harmon, and Josh Heisler

President Frohm led the group in the Pledge of Allegiance.

Approval of Agenda: M.J. Harting-Minkwic made a motion to approve the agenda of the January 14th meeting, supported by George Guerin. Motion carried.

Approval of Minutes: M.J. Harting-Minkwic made a motion to approve the corrected minutes of the December 10th meeting, supported by Kara Boughton. Corrections include altering the word "narrow" to "narrowed" and altering "\$15,00" to "\$15,000." Motion carried.

Financial Report: Treasurer Ken Koberstein previously reviewed the bills.

Bills: Ken Koberstein made a motion on behalf of the Finance Committee to approve the December bills in the amount of \$100,646.47. All present voted yes.

Library Directors report:

- Director Semifero explained the points of her written report.
- Hannah Sweet has been hired as the new Library Cleaner.
- An endowment fund has been established for the Marshall District Library at the Marshall Community Foundation in the amount of \$100,000 in honor of Charles Johnston.
- The library will be conducting a survey on library hours.
- Staff is working on contracting with Evolve with a cost of \$12,000 for the migration and first year of maintenance.
- Shelley mentioned the percentage increase each year on the one-on-one technology sessions.
- Staff presentations:
 - o Matt Harmon and Josh Heisler discussed presented a slideshow on many technology programs available to library patrons.
 - Libby –Free with a library card. Download e-books and audiobooks.
 - MeL – Free databases, books, and audiobooks.
 - Hoopla – Most popular. Free with a library card. Download e-books, audiobooks, music, and videos.
 - Mango Languages – Free language-learning program that includes lessons in more than 70 languages.
 - Newspaper archives – Free local newspaper search from 1838-2018.

- Many more services available.

Committee Reports:

- Building and Site - Did not meet.
- Finance – Met this evening and will meet February 11th at 6:30 pm before the regular board meeting.
- Personnel – Did not meet. Will meet at 6:00 pm on Tuesday, March 10th.
- Policy- Did not meet. Will meet at 6:00 pm on Tuesday, February 11th.

Unfinished Business

- ILS – The Library is working out the details of a system migration with Infovision Evolve.

New Business

- Budget Amendments – No changes on revenues. Added \$5,000.00 to contract services, decreased other areas including operating supplies and communications to offset the \$5,000.00 change. Ken Koberstein made a motion to accept the budget amendments as presented, supported by Mary Fountain. Roll call vote. Everyone voted yes.
- Tuition Reimbursement - Chelsea Johnson. M.J. Harting-Minkwic made a motion to reimburse Chelsea Johnson for tuition in the amount of \$2,000.00, supported by Ken Koberstein. Roll call vote. Everyone voted yes.
- Tuition Reimbursement – Brenda Jones. Kara Boughton made a motion to reimburse Brenda Jones for tuition in the amount of \$1,000.00, supported by George Guerin. Roll call vote. Everyone voted yes.
- April Board Meeting Date – Angela will not be in town for the regularly scheduled April Board meeting and the board wants a staff member present. Ken Koberstein made a motion to change the meeting date to Tuesday, April 21st, supported by Kara Boughton. Motion passed.

Comments from the Board:

- Shelley Preston suggested we might be behind times on tuition reimbursements. Personnel committee will meet and discuss recommendations.

Comments from the Public

- None.

Meeting adjourned at 7:52 pm. The next meeting will be on February 11th, 2020.

Respectfully submitted,
Mary Fountain, Secretary