

Gleason Memorial Library 7/23/2024 Minutes

Michellia Wilson, Library Director

Anna Eaton, Chair

Kathryn McBride, Assistant Regional Director

Amanda Mansfield

Mike Bennett

Melissa Lawrence

Amy Orr

ABSENT

Bill Ellis

Dean Russell

The meeting was held at the Gleason Memorial Library. Anna called the meeting to order. Minutes were read by Amanda from previous meeting (June 4, 2024). Amy motioned to accept the minutes, Mike seconded, and they were approved by the board. Kathryn informed the board that the minutes could be distributed via email to all board members prior to the meeting so they would no longer need to be read aloud. Michellia will email the minutes to the board prior to each meeting.

TREASURER REPORT

A treasurer report was provided, discussed, and filed for audit.

REGIONAL REPORT

- **Disaster Plan.** Michellia will continue to work on this, if needed.
- **TEL Training.** Micehllia has completed this.
- **Tips for Board Chairs and Secretaries.** Anna and Amanda were given handouts with information on Robert's Rules.
- **Allocations Letter.** First quarter allotment is \$186 for books and materials. After a county mayor is elected and signs the Maintenance of Effort, the additional \$2,198 will become available.
- **Annual Documents.** Discussed.
- **Upcoming Dates.** Discussed.

LIBRARY DIRECTOR REPORT

- **Open House.** 120 attendees on June 8, 2024 with 3 newspapers covering the event.
- **Card for Dean Russell.** Signed by board members.
- **Title VI Certification.** Discussed.
- **Virtual Sense and Sensibility Book Selection Roundtable.** Michellia attended this event.

COMMITTEE REPORTS

None

COMMENTS FROM THE PUBLIC

None

UNFINISHED BUSINESS

None

NEW BUSINESS

- **Hotspot Policy.** The board reviewed and discussed. Amanda motioned to approve, Mike seconded, and the board approved.
- **Solar Bench.** Arrived and installed.
- **Internet Safety Training – TOPS grant.** Discussed.
- **Inclement Weather Policy.** The board reviewed, discussed, and revised adding that if either the City or Gleason School is closed for inclement weather, the library will be closed. Amy motioned to accept with the revision, Melissa seconded, and the board approved.
- **MOE for New Fiscal Year.** Discussed.

Amanda motioned to adjourn, and the board approved. The next board meeting will be held September 24, 2024 at 5:30 PM at the Gleason Memorial Library.