

**Wolcott Public Library
Board of Trustees Meeting
May 15, 2024**

Board Members Present: Bob Reed, Terry Van Fleet, Steve Monroe, Bobby-Jo Mendenhall, Deb Lewis, Ginny Keenan, Director- Dottie Patt, Bookkeeper-Kristl Spalding

Call to order – The meeting was called to order at 6:26 pm by President Bob Reed.

Minutes of the last meeting – Minutes of the April meeting were reviewed. A motion was made by Terry and seconded by Bobby-Jo to approve the minutes. Motion unanimously approved.

Treasurer’s Report – Kristl presented the financial reports. The FFRPL grant money has been received and Bobby Jo made a motion the money go to OWWL for e-books for the entire system to enjoy. Motion seconded by Deb. Motion unanimously approved.

The expenditures report was reviewed. Motion made by Bobby-Jo and seconded by Deb to approve the expenditures report. Motion unanimously approved.

Purchasing and Procurements policy – Draft policy reviewed and discussed. Dottie agreed the library will follow the steps in the policy. The Board will review it further and vote on it at the next meeting.

Circulation reports – Reports reviewed for April showed 1625 for total circulation of books, 319 for ebooks, e-audio, e-magazines.

Library Director Report:

Air conditioning unit – Dottie called and the company is waiting for good weather to install the new air conditioning unit.

One Book, OWWL Kids Story Hour – Dottie reported she advertised this program and set it up like other OWWL libraries were doing but no one came.

Great Library Sort Out – Dottie reported the library had been given things over the years but she has now given some of these items to the Butler Historical Society, and other organizations where it is more appropriate. She also has some sets of old books that have been sitting in boxes for years. She wanted the Board to decide what should be done with them. Terry will check on used book stores and other sources where these old books might be sold and get back to the Board.

Blinds in library – Dottie said a blind in the library recently broke and when she went to replace it, found out cords are no longer appropriate as they are considered a safety hazards. Therefore, she will be replacing the blinds in the library.

Toys & Games – Dottie said the library needs to buy some new toys and games for the children’s area. Some educational games were discussed. Magnetic tiles were suggested as they are a hit with children to build things.

Front Porch Camera - – The library drop box had food put in it i.e. hamburger and fries. Steve and Dottie offered to look into the cost of a front porch camera system but the Board decided since this was the first time this has happened, it may not be cost effective. They will instead look into the cost of fake cameras to deter this behavior.

Landscaping – Dottie stated the front garden needs attention. Bob volunteered to check with the person who does the landscaping at the Lyons Bank, Christy Finch, and Deb will check with Wayside for a quote.

Old Business –

Book Club – tabled at this time.

Summer Reading program – Dottie is still working on programs for adults this summer.

Video Conferencing – The laptop that was suggested for the video conferencing system was discussed and decided it wasn't needed. Therefore, the remaining Marshall grant funds will be moved to regular operation funds.

New Business –

Trustee Training – Trustee Training coming up by OWWL :

Working with the Board, Director, Staff, and Friends, Wednesday, May 15, 2024 at 5PM – Terry reported she attended this training and there was a lot of discussion about what volunteers are allowed to do. Dottie said the library no longer has volunteers.

Next Trustee training by OWWL: Trustee Handbook Book Club, Tuesday, June 18, 2024 at 5PM

List of Staff and Board members – A new list of staff and Board members distributed.

Date of next meeting – **The next Board of Trustees meeting will be held on Wednesday, June 19, 2024, at 6:30 p.m.**

The meeting was adjourned by President Bob Reed at 7:27 pm.

Respectfully submitted,
Ginny Keenan, Board Secretary