

Maitland Public Library Board of Trustees

Wednesday, July 17, 2024
7:30 pm



ATTENDANCE: The following members were present: Dr. Steve Lee, President; Ms. Marilyn Sandoz, Vice President; Ms. Maria Hannon, Secretary; Mr. Andrew Harrison, Treasurer; Mr. Bob Allen, Chair; Mr. Frank Allen, Trustee; Mr. Dave Baker, Trustee; Ms. Patti Brennan, Trustee; Dr. Scot French, Trustee; Mr. Kay Yeuell, Trustee;

- The following members were present via Zoom: Ms. Erin Baker, Trustee; Ms. Laurie Fuller, Trustee; Ms. Cari Rotenberger, Trustee
- Staff Present: Ms. Stacie Larson, Director; Ms. Jenn Bishop, Executive Assistant
- Staff present via Zoom: 0
- The following members were excused: Ms. Liz Doyle, Trustee; Ms. Kristen Johnson, Vice Chair; Ms. Mary-Jeanine Ibarguen, Trustee;
- The following members were not present or excused: 0
- Members of the public attending: 0

MEETING CALLED TO ORDER AT 7:31 PM by Mr. B. Allen

- Consent Agenda: With no questions or concerns, all items on the Consent Agenda were accepted.

FRIENDS REPORT: Ms. Sandoz reported the FoL are not meeting over the summer. The bookstore sold over \$1100 in June. Many donations are coming in currently, but outlets for excess books have been found.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson.

- Staff has been busy with summer in full swing. The Summer Reading Program is almost over.
- The two new LAs, Ms. Saez & Ms. Hannon are doing well
- The architect contract was approved by the City. The next 4 months will be spent in the pragmatic stage.
- The staff elevator is broken, but being repaired
- Summer Reading Tea Party attendance was poor. Will revisit holding this event again
- Ms. Bishop's geocaching event was well attended
- Sensory Storytime continues to be well attended, with both sessions still requiring registration.
- Over 200 patrons attended "Trucks & Tales"

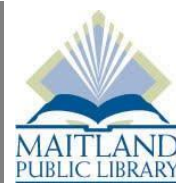
NOMINATING COMMITTEE: Mr. F. Allen will recommend four members of the Board for renewal at the Annual Meeting in September: Ms. Doyle, Ms. Ibarguen, Ms. Johnson and Mr. Yeuell. Ms. Larson reminded Mr. F. Allen that Officers of the Board also must be recommended for renewal (Dr. Lee, Ms. Sandoz, Mr. Harrison and Ms. Hannon). The Officers acknowledged that they would accept nominations to continue in their roles for the new year.

FINANCE: Mr. Harrison reported that the Finance Committee met in regards to a maturing CD, making the decision to allow it to roll over for another 6 months at 5.24%. This will mature in December 2024, which leaves plenty of time to discuss options.

CONSTRUCTION: Mr. B. Allen spoke with City Manager Mr. Reggentin. The sign signifying the location of the new building has been removed by the City. If a new sign is desired, the Board is required to pay for it, but the

Maitland Public Library Board of Trustees

Wednesday, July 17, 2024
7:30 pm



City will install it. After discussion of whether or not to purchase a new sign, Dr. French felt it was too early to put up a sign that could lead to a sense of anticipation for the new building, which would be an unrealistic expectation. Many Board members agreed with Dr. French. Mr. B. Allen tabled this decision for now, but asked for sign company recommendations so he can obtain pricing when the time is appropriate.

Designs for the interior of the new building will be done in house. There will be no committees, but Ms. Larson will be included. A porte-cochere will hopefully be added to the building design. Project Manager is Karina Klune (City of Maitland Public Works). The timeline is as follows:

- Programming/Schematic Design - 4 months
- Design Development - 4 months
- Construction Documents - 5 months
- Plan Review & Bidding - 2 months
- Construction 16 months

FOUNDATION: Ms. Larson has received an update from Mr. Stewart. Ms. Larson reported that the Foundation has met three times in 2023 and once in 2024. Neither Ms. Larson nor Ms. Doyle has been invited or informed of any meetings, as previously agreed on. Ms. Hannon inquired if there were any ramifications to this breach, to which Ms. Larson explained that, in good faith, the Board does not have to give the Foundation any money.

Old Business: There was no old business presented.

Public Period: Mr. B. Allen opened the Public Period. There being no one who wished to be heard, Mr. B. Allen closed the Public Period.

Discussion:

- **FY 2025 Budget** - Ms. Larson happily reported that the meeting at City Council went well. There was a 2% cut in property taxes, so the budget needed to focus on needs, not wants, which is what Ms. Larson presented. Mr. Baker attended the meeting and praised Ms. Larson for her presentation.
- **August Meeting** - There will be no meeting in August, unless a situation requiring a meeting presents itself.

Decision:

- **Board Meeting Starting Time** - Mr. Harrison motioned to table this discussion until September. This was seconded by Dr Lee and accepted unanimously by all members in attendance.

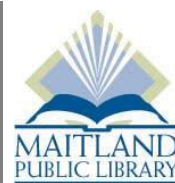
Dates to Remember

- Annual Membership Meeting – September 18, 2024, 7:00pm
- Board Meeting – September 18, 2024, 7:30pm

MEETING ADJOURNED: A motion was made by Dr. French at 8:23 pm to end the meeting. This was seconded by Ms. Hannon, and accepted unanimously by all members in attendance.

Maitland Public Library Board of Trustees

Wednesday, July 17, 2024
7:30 pm



Minutes submitted by Maria Hannon, secretary