

Maitland Public Library Board of Trustees

Wednesday, September 18, 2024
7:30 pm



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

- The following members were present via Zoom: Ms. Mary-Jeanine Ibarguen, Trustee;
- Staff Present: Ms. Stacie Larson, Director; Ms. Jenn Bishop, Executive Assistant
- Staff present via Zoom: 0
- The following members were excused: Ms. Marilyn Sandoz, Vice President; Ms. Liz Doyle, Trustee;
- The following members were not present or excused: 0
- Members of the public attending: 1

MEETING CALLED TO ORDER AT 7:30 PM by Mr. B. Allen

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

FRIENDS REPORT: Ms. Larson reported the FoL met within the past week. They are fully staffed with 24 permanent volunteers, which includes 3-5 fill-in volunteers. The bookstore is open Monday-Saturday 10am-4pm and Sunday 2-5pm. They would love more volunteers for evening hours. The bookstore brought in \$988 in August. The FoL will be paying for Summer Reading prizes.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson at the Annual Meeting prior to this meeting.

- Ms. Larson informed the Board that Ms. Kismet Kohn has rejoined library staff, replacing a library assistant.
- Fall planning is in full swing.
- Ms. Burgos is expecting, due in January 2025. She has been working to ensure that there are many activities planned for time off.

NOMINATING COMMITTEE: Mr. F. Allen acknowledged that the Board of Trustees is full.

FINANCE: Mr. Harrison reported that the Finance Committee met recently regarding the CD that will mature in December. There is plenty of time to decide how to manage these funds.

CONSTRUCTION:

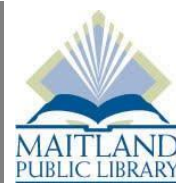
Ms. Larson has met with the design team. The team meets every 3 weeks. The issue regarding the parking lot has been resolved. A drive-up book drop has been added. There will be public meetings eventually. Ms. Larson has requested PDF versions of the floor plans and will forward them when received.

In regards to the current building's elevator, the repairs will take place after 10/1/24. The City has authorized the \$10,121 payment.

FOUNDATION: Mr. Stewart was present to provide an update for the Foundation. He explained there have been no fundraisers this year (FY24), but will be planning a few soon. The Foundation has \$5500 in their bank

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account. The long-term goal for the Foundation is to have up to \$1mil in an endowment. Short-term plans include exhibits for the new building.

Mr. B. Allen reminded Mr. Stewart that Ms. Larson and Ms. Doyle must be invited to meetings.

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: With there being no items for discussion presented, Mr. B. Allen closed the discussion period..

Decision:

- **Elections**
 - Elect Chairperson of the Board - Mr. Yeuell motioned that Mr. B. Allen remains Chairperson of the Board. This was accepted by Mr. B. Allen, seconded by Mr. Harrison and voted unanimously by all in attendance.
 - Elect Vice-Chairperson of the Board - Dr. Lee motioned that Ms. Johnson remains Vice-Chairperson of the Board. This was accepted by Ms. Johnson, seconded by Ms. Rotenberger and voted unanimously by all in attendance.
- **Reappoint Director** - A motion was made by Mr. F, Allen to reappoint director Ms. Larson, with a salary of \$82,031.48. This motion was seconded by Dr. French and voted unanimously by all in attendance. City Council has not yet approved the budget (meeting 9/23/24) Mr. F. Allen stated that Maitland is very fortunate to have Ms. Larson, as she represents us so well. Mr. Baker acknowledged Ms. Larson's remarkable skill set, keeping City Council and the Board happy.
- **Appointment of Committee Members**
 - Nominating Committee - Appointed to this committee are Mr. F. Allen (chair), Ms. Fuller, Dr. French, and Ms. Sandoz. Dr. Lee and Mr. B. Allen will remain ex-officio members.
 - Finance Committee - Appointed to this committee are Mr. Yeuell and Ms. Sandoz. Mr. Harrison (chair), Mr. B. Allen & Dr. Lee will remain ex-officio members.
- **Board Meeting Start Time:** After much discussion, it appeared that the later start time of 7:30pm benefitted more board members than realized. Ms. Fuller withdrew her motion to change the start time.

Dates to Remember

- Fall Festival – October 5, 2024, 2-4pm
- Board Meeting – October 16, 2024, 7:30pm

MEETING ADJOURNED: A motion was made by Mr. Harrison at 8:15 pm to end the meeting. This was seconded by Mr. Yeuell, and accepted unanimously by all members in attendance.

Minutes submitted by Maria Hannon, secretary