**McIver’s Grant Public Library Board of Trustees Meeting Minutes**

Date: Thursday, December 21, 2017

Time: 1:34PM-2:30PM

Those present: Lee Weakley, Emma Fields, John Tucker, Damaris Cook, Penny Law, Tommy Allmon, Don Crews, McIver’s Director Regina Patterson, Marlow Peters (Regional), Sylvia Palmer (Regional), Porter Ryland (Foundation),Kathryn McBride (Incoming Director) Guests Martha Crites (auditor), Joan Ryland, Jordan Willis (FOL)

L. Weakley called meeting to order.

No corrections presented with regard to October minutes. Motion to accept by T. Allmon; seconded by E. Fields. Motion passed.

L. Weakley formally introduced Kathryn McBride as new McIver’s Incoming Director. R. Patterson’s last day slated for December 29, 2017. Welcoming remarks extended. Gratitude and appreciation to R. Patterson for all accomplished during tenure at McIvers.

Guest M. Crites (Auditor) Brief statement regarding audit. Summary hardcopy provided to all attendees. Available in Trustee binders. No substantial findings. Good standing.

**Regional Director’s Report (M. Peters)**

See attached

-Standards for Technology: Standard is complete; presentation equipment ordered, installed; next standard will be determined

-Image evaluation completed-Findings will be presented at upcoming Regional meeting

-Handout: FOTL membership form

-CIPA handout (Children’s Internet Protection Act); CIPA protection protocols discussed; WIFI and computer filters are in place and activated at McIvers; filters can be disarmed for age >17 for pertinent and valid information search (for example, researching specific medical condition which may include medical images of human body); all attendees received copy of CIPA handout

-READs #s

-Upcoming program and meeting dates reviewed

**Old Business**

Lawsuit update: Back in court January 2018; court date pending; Dismissal was not approved

**Committee Reports**

**Special Projects** (P. Law) 54 Brick orders to date; will order in the new year; will refrain from ordering until after holidays; anticipate orders to come in through holidays; Donor wall will be updated in January

**Finance** (D. Crews) up to date financials; previously discussed financial (M. Crites); Thank you extended to R. Patterson for diligent work in financial realm of McIvers

**FOL** (J. Willis) assisted library with holiday décor; purchased books for Genealogy Room (Mayflower descendants); late January likely book sale

**Director’s Report (R. Patterson)**

-Extended thanks to Board

-Nov/ Dec statistics (see attached)

-upgrade to security cameras extended

-Intercom installation complete

-Hand rail installation pending

-Locks on bathroom doors installed

-990 has been extended to Feb 2018

- October and November financials previously presented to Finance Committee

-R. Patterson suggested to Board to transfer $2500 from line item “Books/ Materials” to line item “Equipment Purchases”. A motion for the above stated presented by J. Tucker; seconded by P. Law. The motion passed.

-Flip chart with important emergency protocol information presented to Board for review

-R. Patterson requested name removal from McIvers bank account December 29, 2017.

**New Business**

-M. Peters extended thanks to R. Patterson on behalf of Regional

-Next meeting Thursday, Feb 15th, 2018

**Foundation (P. Ryland)**

-Financial report review (hardcopy available in Trustee Binders)

-Will look into differentiating accounts through several financial institutions as dictated through specific financial laws (maxed out account amount, must distribute funds)

-Recommended excess funds to make payment to USDA; P. Law made motion to accept recommendation to utilize excess funds for USDA payment of $12, 931.12; D. Crews seconded. Motion passed.

With no further business, Meeting adjourned.

Respectfully submitted,

Damaris F. Cook