McIver’s Grant Public Library Board of Trustees Meeting Minutes

Date: Thursday, June 20, 2019

Time: 1:35PM-2:33PM

Those present: Lee Weakley , Emma Fields, Director Kathryn McBride, Mary Carpenter (Regional Director), J. Dan Gullett, Megan Brock, Don Crews, Tommy Allmon, John Tucker, Damaris Cook, Penny Garner, Porter Ryland (Foundation)

L. Weakley called meeting to order.

Reception honoring new Trustees (Gullett, Brock) prior to meeting.

No corrections presented with regard to April minutes. Motion to approve by L. Weakley; seconded by D. Crews. The motion passed.

Regional Librarian’s Report (Hardcopy available)

-Targeted standard review (Inclement weather and social media policies); Board appointment sheet (due before July 1); CE hours tracker due 7/15; Regional office contact information, regional training plan and READS statistics (handouts); upcoming dates

Committee Reports

Special Projects (P. Garner) No report at this time

Personnel (D. Cook) No report at this time

Finance (J. Tucker) April and May statements reviewed

Policy (E. Fields) No report at this time

Friends of Library (on behalf of J. Willis by K. McBride) Book sale this week

Director’s Report (K. McBride)

-Quilt giveaway this summer (June 26)

-N. Durbin (Dyersburg City Schools) will bring therapy dogs to Summer Reading Program

-Upcoming events, past events and statistics reviewed (hard copy available)

-Circulation stats and attendance data reviewed

-Discussion regarding upcoming software update and subsequent effects on library functioning during period of software inactivity. Pros and cons of remaining open versus short term closure were discussed. Motion to close McIver’s Saturday August 17th, 9am-1Pm due to critical software (Verso) update presented by P. Garner; E. Fields seconded. The motion passed.

-Brief discussion regarding Financial committee suggestion that budget meeting be held in July versus June.

-April and May Financial report presented. Motion to approve by T. Allmon; seconded J. Gullett. Motion passed.

-Reviewed proposed 2019-2020 budget. Reviewed two line item changes. Motion to approve line item changes presented by J. Tucker; M. Brock seconded. The motion passed.

-Reviewed Special Funds Budget(formerly recognized as Rental Budget). Motion to approve Special Funds budget by E. Fields; P. Garner seconded. The motion passed.

-Trustees are to update mode of contact form; contact K. McBride if not already completed on this date.

-Request to Foundation to transfer $10,000.00 temporarily pending funding payment from City of Dyersburg, with return to Foundation upon City payment. Financial committee and Foundation discussion. Transfer request will move forward.

New Business

M. Brock appointed to Special Projects committee.

J. Gullett appointed to Garden Committee.

County approved $6000.00 increase in funding

Requested $5000.00 to City; meeting date to be determined.

Foundation (P. Ryland) Reviewed Foundation budget and donations to date.

Next meeting slated for Thursday, August 15th, 2019 at 1:30 PM.

With no further business, Meeting was adjourned.

Respectfully submitted,

Damaris F. Cook