

**ALLERTON PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
FEBRUARY 1, 2023**

The Allerton Public Library District Library Board of Trustees met on Wednesday, February 1, 2023. The meeting was called to order by President Sue Gortner at 4:01pm.

ROLL CALL

Present: Sue Gortner, Mike Harris, Ellie Tracy, Sue Lochbaum, Jeff Clodfelter

Absent: Beth Manuel, Lynn Richardson

Also in attendance: Sherry Waldrep

PRESIDENT'S REPORT

Sue Gortner reported that she came to the library during the Read to Dogs program and thought it was a successful and well done program.

SECRETARY'S REPORT (approval of minutes)

A correction to the January minutes is needed. A sentence in the Secretary's Report should read No changes to the December minutes. Mike Harris moved to approve January 4, 2023 minutes as amended. Seconded by Jeff Clodfelter. Motion carried.

AYES: Gortner, Harris, Tracy, Clodfelter, Lochbaum

NAYS: 0

ABSTAIN:

CORRESPONDENCE, COMMUNICATIONS, PUBLIC COMMENTS

none

FINANCIAL REPORT (approval of Bills Payable)

Director Waldrep provided the financial report. Ellie Tracey moved to approve and pay the bills. Seconded by Sue Gortner. Motion carried.

AYES: Gortner, Harris, Tracy, Clodfelter, Lochbaum

NAYS: 0

ABSTAIN: 0

LIBRARIAN'S REPORT

Circulation statistics look good. The new people counter is working – had 1,857 people come into the library in January. There were 30 programs during January.

Other items to note: The library held a staff meeting and reviewed emergency procedures. The Winter Reading Challenge is going well, with 64 completed so far. Starting work on the Summer Reading Program. The Per Capita Grant has been completed and submitted. Working with Scott Davis to complete a Technology Five Year Plan. Learned from SHARE that there may be a new overlay for the catalog which will cost anywhere from \$250-\$2500 depending on the number of libraries who vote in. Working with a committee for the 2023 Sages Read.

Director Waldrep shared items from the "Had to Say No" list that is tracked by the staff. Items include: do you have video games? do you have Blu-ray discs? do you have a projector that can be checked out? do you have an ASE automotive study guide? do you have any diapers? do

you have any Bible study books or Bible commentaries? do you have any kids books on prayer?
do you have laptops to borrow? do you have any study rooms available?

From this list, the board liked the idea of having a basket of items in each restroom which would include diapers and personal products for those 'just in case' times.

Director Waldrep spoke with Terry Summers about the possibility of placing sign with the library's name and possibly an arrow onto the street sign at the entrance to Apple Tree Subdivision. The city would be willing to install. Waldrep will contact a sign company.

COMMITTEE REPORTS

Financial Committee (Manuel & Richardson) - none

Personnel Committee (Gortner & Lochbaum) - none

Policy Committee (Lochbaum & Tracy) - none

Buildings & Grounds Committee (Clodfelter & Harris) - none

UNFINISHED BUSINESS

Property donation - Director Waldrep informed the board of her most recent conversation with Terry Summers, City Administrator which included a brief update regarding the progress of Oberheim Park. The board is still interested in donating the land to the city and considering the possibility of an Option Contract as recommended by the library lawyer instead of an intergovernmental agreement or the possibility of creating a resolution. Director Waldrep will follow up with the lawyer to explore these options.

NEW BUSINESS

none

OTHER

Jeff Clodfelter made a motion to adjourn the meeting. Seconded by Mike Harris. Meeting adjourned at 5:18 pm.

The next scheduled Board of Trustees meeting will be held on March 1, 2023 at 4:00pm.

Susan M. Lochbaum
Secretary

Sherry Waldrep
Acting Secretary