

**ALLERTON PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING MINUTES  
January 10, 2024**

The Allerton Public Library District Library Board of Trustees met on Wednesday, January 10, 2024. President Sue Gortner called the meeting to order at 4:00pm.

**ROLL CALL**

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

Absent: Lynn Richardson

Also in attendance: Sherry Waldrep

**PRESIDENT'S REPORT**

Sue Gortner encouraged the trustees to do the winter reading library bingo that goes until the end of February.

**SECRETARY'S REPORT** (approval of minutes)

Beth Manuel moved to approve the December 13, 2023 minutes. Seconded by Mike Harris. Motion carried.

AYES: Sue Gortner, Sue Lochbaum, Beth Manuel, Jeff Clodfelter, Mike Harris

NAYS: 0

ABSTAIN: Tracy

**CORRESPONDENCE, COMMUNICATIONS, PUBLIC COMMENTS**

none

**FINANCIAL REPORT** (approval of Bills Payable)

The transfer of funds listed on the agenda was mistakenly carried over from a previous meeting so that should be disregarded. Beth Manuel provided the financial report. Jeff Clodfelter moved to approve and pay the bills. Seconded by Ellie Tracy. Motion carried.

AYES: Sue Gortner, Sue Lochbaum, Beth Manuel, Ellie Tracy, Mike Harris, Jeff Clodfelter

NAYS: 0

ABSTAIN: 0

**DIRECTOR'S REPORT**

**STATISTICS:** see spreadsheet.

**PROGRAMS FROM LAST MONTH:**

In person programs:

Adult Bingo – 15

Super Saturday – 39 (all ages)

Crafternoon – 2

Story Time – 18 (11 kids, 7 adults)

Playtime – 46 (28 kids, 18 adults)

Lap Time – 24 (11 kids, 13 adults)

Brick Builders (Lego) – 30 (19 kids, 11 adults)

Virtual: 2 events - 8 attendees

Passive programs:

Adult Activity Packets – 100

Take and Makes for Kid, Teen, Adult – 132

Kids Activity Packs – 9

**OTHER ITEMS:**

Megan and I continued to oversee and implement all the Youth/All Ages programs scheduled for December. Most of the winter/spring 2024 programming is set. Will start summer program planning soon. Winter Reading Bingo started on December 21 and goes through February 29.

Starting work on the Per Capita Grant application due at the end of January. New this year is a Certification of Eligibility for Grants that entails certifying the library has either, adopted the ALA Bill of Rights or has a written policy that prohibits the banning of books. The Library's Collection Policy specifically states that we have adopted the ALA Bill of Rights.

The new catalog overlay (ASPEN) is live and connected to our website. I attended CEO Mentor meeting in December.

The library is fully staffed again. The newly hired part-time staff member is being trained. The new Youth Services Coordinator started on January 2, 2024.

**COMMITTEE REPORTS**

Financial Committee (Manuel, Richardson, Lochbaum) - none

Personnel Committee (Gortner & Manuel) - none

Policy Committee (Lochbaum & Tracy) - none

Buildings & Grounds Committee (Clodfelter, Harris, Gortner) - none

**UNFINISHED BUSINESS**

none

**NEW BUSINESS**

none

**OTHER**

None

**ADJOURNMENT**

Jeff Clodfelter moved to adjourn the meeting at 4:36pm. Mike Harris seconded. The next scheduled Board of Trustees meeting will be on February 14, 2024 at 4:00 p.m.

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Susan M. Lochbaum  
Secretary

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Sherry Waldrep  
Acting Secretary

