

William H. Bush Memorial Library
Board of Trustees
June 27, 2018 Meeting

Vice President Amy Beyer called the monthly meeting to order at 7:05 p.m.

Members Present: Amy Beyer, Dan Jantzi, John Domagala, Nelson Schwartzentruber, Cheryl Kelly

Members Excused: Susan McArdle, Michelle Jones

Library Staff Present: Brandie Rogers

The agenda was approved with a motion made by Nelson, seconded by Cheryl.

Librarian's Report: See the attached notes.

Secretary's Report: Nelson moved to accept the minutes of the April 18, 2018 meeting as written, seconded by Amy. Motion carried.

Old Business: Dan continues to work on the sidewalk line and the cracked tile. The cabinet and the outside display case are finished. Benjamin Fouse will be working on the lighting. Library Staff requested additional lighting in the Children's Area. After discussion, a motion was made by Nelson, seconded by Amy that additional lighting be added in the Children's Area. Motion carried.

Nelson is planning to contact Scott Watkins again regarding furnace repair and replacement.

Nelson will also speak with Sue Bolt regarding per diem work.

Sue Adsit has completed the preservation of the clothing in the museum. Thank you, Sue!

Board members are concerned that the mulch around the tree trunks needs to be decreased to an acceptable amount in order for the trees to survive. There is also concern regarding the mowing that continues to take place during library hours, as this is a safety issue. Dan has agreed to discuss these issues with the groundskeeper once again.

Martinsburg Day is scheduled August 11, 2018. The radio ad cost is \$200.00, and there will also be a ½ page ad placed in the Journal and Republican which will be an additional cost. A motion was made by Dan, seconded by Cheryl that we contribute \$400.00 total to help cover the advertising costs for Martinsburg Day. Motion carried, with one abstention.

New Business: Brandie and Karen will be attending workshops regarding website maintenance and google.

Discussion was held regarding planting a tree to replace the one being removed.

Nelson discussed the advantages of changing the payroll schedule to a calendar month vs. the 4-4-5 week schedule for 2019. A motion was made by Dan, seconded by John that we do so, motion carried.

Nelson reported that several libraries within the NCLS have gone to a no-fine policy for overdue books. Discussion held regarding this possible policy change. We will plan to vote on this next meeting.

Nelson reported that we are currently paying mileage at 57.5 cents per mile. The IRS rate has decreased to 54 cents/mile. Board members wish to keep paying mileage at our current rate.

The Martinsburg Fire Department is beginning to plan an addition to their building. They would like to consider placement of the banquet hall in the front of the building with the trucks in the back of the building. They are questioning the potential use of the library parking lot for entrance/exit of fire trucks. This will be discussed further at our July meeting.

Next meeting: July 25, 2018 at 7:00 p.m.

A motion to adjourn at 8:00 p.m. was made by Dan, seconded by Nelson. Carried.

Respectfully Submitted,
Cheryl L. Kelly, Secretary