



CARNEGIE PUBLIC LIBRARY OF STEUBEN COUNTY
BOARD OF TRUSTEES
Minutes of August 12, 2024, Meeting

President Gay Kirkton called the August 12, 2024 board meeting to order at 4:05 p.m. Board members present were Sue Shollenberger, Jeanine Samuelson, Laurie Gentry, Dave Olson and Travis Heavin. There were no representatives from the media or the public.

President Kirkton asked if the trustees had read the minutes of the June 10, 2024, board meeting. Travis Heavin moved and Jeanine Samuelson seconded to approve the minutes. The motion passed unanimously. The July board meeting was cancelled.

Appropriation and Financial Reports

Sonya Dorris presented the appropriation and financial reports (copies attached). Following a discussion, Dave Olson moved and Laurie Gentry seconded to approve the appropriation and financial reports. The motion carried.

Old Business

- a. Director Dorris presented the Meeting Room Policy update regarding minors using meeting rooms. Dave Olson moved and Jeanine Samuelson seconded to approve the update. The motion carried.

New Business

- a. Director Dorris presented the PLIC membership resolution. Following a discussion, Dave Olson moved and Laurie Gentry seconded to approve the PLIC membership for the new year. The motion carried.
- b. The Reference door project was tabled until the September meeting to seek more quotes.
- c. Director Dorris presented the cost of the outside brick enclosure repair project by Hammond Masonry. Dave Olson moved and Jeanine Samuelson seconded to approve the repair cost. The motion carried.
- d. The preliminary 2025 Library Budget was presented by Director Dorris. After a discussion, Travis Heavin moved and Sue Shollenberger seconded to approve advertising of the budget. The motion carried.

Public Comments

There were no public comments.

Director's Report

Director Dorris presented the Director's Report.

We've hired Isabel Newcom for the position in the Children's department. She is a recent graduate of Trine who has library experience and has worked with children at the Steuben County Literacy Coalition. Elizabeth is very excited. Elizabeth is going to be doing a monthly outreach program at the YMCA.

The summer reading program was a great success. We had 24 programs with a total attendance of 1201. We gave out 340 reading logs and 224 were completed and returned (65% completion).

Dave is planning to do maintenance on the north side of the parking lot this month and next.

The staff luncheon last month was lovely. The staff is very much appreciates being valued by the board. The total was \$235.56 which comes to \$33.65 each. And thank you to Gay for planning, setting up and cleaning up.

Dave Olson moved and Travis Heavin seconded to approve the Director's Report. The motion carried.

Jeanine Samuelson moved and Laurie Gentry seconded to adjourn the meeting. The motion carried.