

Martin Township Public Library

Board of Trustees

July 19, 2021

The Regular Monthly meeting of the Martin Township Public Library Board of Trustees was called to order by Board of Trustees Board President Mary Kerber on Monday, July 19, 2021 at 7:02 p.m.

Those in attendance at the meeting were Trustees Judy Dodds, Mary Kerber, Lauren Langhoff, Brenda Mueller, Crystal Thomas and Laura Tolan. Library Director Jilla Young was present.

There was no public comment.

The Secretary's Reports from the June 14, 2021 was reviewed. Crystal Thomas made a motion to approve the minutes as amended to read Martin Township Public Library; Brenda Mueller, seconded. All trustees present voted aye. Motion carried. Both minutes will be placed on file for audit.

The Account Balances and Disbursement Reports for June 2021 were presented. Judy Dodds made a motion to approve the reports as presented; Lauren Langhoff, seconded. All trustees present voted aye. Motion carried. The reports will be placed on file for audit.

The Bills for Payment for July 2021 were presented. Crystal Thomas made a motion to approve payment of the bills as presented; Laura Tolan, seconded. All trustees present voted aye. Motion carried. The report will be placed on file for audit.

Jilla Young presented the Director's Report for June 2021:

- Circulation: The numbers are up from May, especially for Picture books and Juvenile Fiction.
- Summer Reading Program: The activities for this program have been completed.
- New Director Zoom Meeting with an RSA representative
- Upcoming Word Flows Training: Items to be covered include circulation and cataloging.
- Per Capita Grant: Jilla will talk with Joyce to get some clarification on the grant.

Old Business:

- None.

New Business:

- Setting a \$5 maximum fee per overdue item: Crystal Thomas made a motion to adapt this new policy; Brenda Mueller, seconded. All trustees voted aye. Motion carried.
- Dropping \$5 processing fee for lost items: This item was included in the above motion. It was decided that after 30 days the fine charged would be the actual price of the book.
- Computer Software Updates: MTPL currently has no back-up system. It was suggested Jilla check with other libraries to see what they use.
- Painting library doors and other building updates: Mary Kerber has been working on refinishing the outside doors of the library. Crystal Thomas made a motion to approve the maintenance and repair of four doors at a cost not to exceed \$500; Lauren Langhoff, seconded. All trustees present voted aye. Motion carried.

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- Additional Staff: Additional staff is needed to cover when Rose is unavailable on Wednesday evenings and Saturday mornings.

The next meeting of the Board of Trustees will be September 13, 2021 at 7:00 p.m.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Judy Dodds

Book Store Schedule

September 4	Karen & Larry Marolf
October 2	Judy Dodds
November 6	Marolfs
December 4	Judy Dodds