MARTIN TOWNSHIP PUBLIC LIBRARY

Regularly Scheduled Meeting

September 9, 2019

The meeting was called to order by Board President Mary Kerber at 7:00 p.m.

Those in attendance at the meeting were Trustees Judy Dodds, Mary Kerber, Lauren Langhoff, Karen Marolf and Larry Marolf. Brenda Mueller was absent. Library Director Joyce Carmack was present. One vacancy still exists on the Board of Trustees.

There was no public comment.

The Secretary’s Report from the Regular Meeting of July 8, 2019 and the Special Meeting of August 12, 2019 were reviewed as presented. Karen Marolf made a motion to approve the minutes as presented; Larry Marolf, seconded. All trustees present voted aye. Motion carried. The report will be placed on file for audit.

The Accounts Balances and Disbursement Reports for the months of July and August 2019 were presented. Judy Dodds made a motion to approve the reports as presented; Larry Marolf, seconded. All trustees present voted aye. Motion carried. The reports will be placed on file for audit.

The Bills for Payment for September 2019 were presented. Karen Marolf made a motion to approve payment of the bills as presented; Larry Marolf, seconded. All trustees present voted aye. Motion carried. The report will be placed on file for audit.

Joyce Carmack presented her Director’s Report for the months of July and August 2019:

* Circulation Report: The numbers remain stable.
* ILA Conference: Joyce will be attending the conference in Tinley Park on October 22 – 24, 2019. She is working to arrange staffing for the hours the library will be open during her absence.
* Tri-County Directors’ Meetings: The August meeting was held at MTPL. The September 13th meeting will be in Chatsworth.
* Joyce took two online RDA categorizing classes as part of her continuing education.

Old Business:

* Little Free Library: The Little Free Library, which was installed at Octavia Park in time for the End of Summer Celebration, is being used. The Marolfs have been taking care of ensuring there are a variety of books available.
* There was discussion relative to the purchase of a bench to be placed near the Little Free Library. A decision regarding the purchase was tabled.
* Story Time with Miss Margie and Miss Joyce was held Saturday, September 8, 2019. There were ten children and two adults in attendance. The theme was letters (A, B, C’s). The them for October will be numbers. For November, activities will center around colors and shapes.

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New Business:

* Per Capita Grant Requirements: The annual report (Illinois Public Library Annual Report) has been completed. Library staff and trustees will review and report on Chapter 3,” Personnel.” The trustees are to review Chapters 11 – Appendices of the Trustee Facts File.
* Customer Appreciation Night will be Wednesday, September 25, 2019 in downtown Colfax. The library will be open with regular evening hours and bookmarks will be available.

The next Regular Meeting is scheduled for Monday, October 14, 2019 at 7:00 p.m.

Executive Session: None

Karen Marolf made a motion to adjourn the meeting at 8:00 p.m.; Larry Marolf seconded. All trustees present voted aye. Motion carried.

Respectfully submitted,

Judy Dodds, Secretary

Book Store

October 5, 2019 Mary Kerber

November 2, 2019 Marolfs

December 7, 2019 Judy Dodds