

## Maltman Library Board

### Meeting Minutes

September 12, 2019

- Meeting called to order
- Roll call taken, Mavis, Mary, Marilyn, Jane, Bev, Deb, and Mandy were present
- Motion was made by Mary and to approve the August minutes and seconded by Mavis. 4/0
- Financial Report – Amazon bill reviewed by board and approved. All expenses must be to the city by the 20<sup>th</sup> of each month. Expenses will be tracked on a budget worksheet form now on. Hall county granted \$5,000 to Library. Money must be used to improve community. It will be used for new computers (PC) and humanity speaker. Library board to be present at 9/17/2019 city council meeting to finalize library budget.
- Suggestion box – patron comments were read from the survey that the Library had been having the community fill out. Comments from survey included: move adult programs, cookbook club, increase hours open and increase hours of maker spaces.
- Director's Report – Numerous hours open were discussed. The time on Thursday afternoon were extended by 1 hour. The time will be 1-6 now. No change to the morning hours. The staff states they will not work Friday or Saturday. Deb and Mandy will give up hours for a 3<sup>rd</sup> person to be hired for Fridays and Saturday AM. Motion made by Mary and seconded by Bev. Time clock issue discussed. Assistant City Clerk would like to have hours on computer. Time clock will not be purchased at this time. The

library board was encouraged to read the book (Library Building Design) and listen to webinar on You Tube. Contact credit hours will be awarded for this. Credits will continue to keep the board accredited.

- Building committee Report - Another dream session is being planned on 10/29/2019. Will be for 1hr 7-8. 17 people were present. Present survey will be stopped. New one will be made with survey monkey and Vision 20/20 assist. Survey distribution was discussed.
- Old Business
- By-Laws reviewed – minimal wording changed. Article #3. Sections 1,3,and 5. Will continue to use Roberts rules of order.
- New Business
- Dream session October 29<sup>th</sup> 7-8
- Next library board meeting is Oct. 11<sup>th</sup> at 10AM
- Meeting adjourned at 11:55