Library Board Meeting Minutes

Date: September 8, 2025

Time: 5:00 p.m.

Attendance:

Matt Riegel-Pinkerton, Mary Francis Tunison, Pam Painter, Allie Cox, Pat Taylor, Evan Driver, and Library Director Mary Jane Steelman.

Call to Order

The meeting was called to order by Matt Riegel-Pinkerton at 5:02 p.m.

Approval of Minutes

The minutes from the previous meeting were read by Evan Driver and accepted as read.

Motion: Pat Taylor

Second: Allie Cox

Motion carried.

Treasurer's Report

Presented by: Pam Painter

• Fund balance: $46,401.13 (minus $48).

• Noted there was an extra period in the Excel sheet causing a calculation error.

• The Per Capita Grant and Technology Grant checks were received.

Director's Report

Presented by: Mary Jane Steelman

• Circulation: 446 local; 527 total.

• Ongoing programs continue as planned.

• Tracy's final report was submitted, and a Tracy Funds Grant request has been written and submitted for 2025 and 2026.

• Hayden is assisting in identifying the best replacement for the front desk computer.

• Upcoming Events:

 - 9/11: Little Feet

- 9/13: Hair Day with Madison Schultz

- 9/25: Coffee and Puzzles (adult event)

- 9/25: C.D. Davidsmeyer visit and reading challenge prize event

- 9/27: Neurosensory Saturday

• Mary Jane will attend the ARSL Conference September 16–22. The library will be closed until 4:00 p.m. on September 18; Julia will cover when available.

• A Narcan training for local libraries will be held Thursday at 5:30 p.m., led by the Health Department. This training is a state requirement by January 1, 2026.

• The Friends of the Library book sale during Greene County Days raised approximately $240.

Old Business

• Maintenance and Technology: Discussion was tabled due to Bill Edwards' absence. Through the tech grant, the library has ordered:

- 2 iPads

- 1 Kids Kindle

- 1 HDMI cable

- 1 Surge protector

They are also researching a new desktop computer.

• Work-for-Hire Contract: Pam presented a sample contract, and this will be updated for library use.

• Program Agreement Form: Discussion was held on a standardized form to use when planning programs or inviting presenters. Julia will update the form based on board input.

• Friends of the Library Organization: Discussion was held regarding their request for funds and establishment as a separate organization. Mary Jane shared that Cheri confirmed they will move forward with creating a bank account and obtaining an EIN. Evan will draft a letter to share with the Friends outlining the next steps.

New Business

• October Meeting Date: The board discussed moving the next meeting from October 13 to October 20 due to the holiday.

Motion: Pat Taylor

Second: Allie Cox

Motion carried.

• Library Crawl Gifts: Mary Jane asked for input on a small visitor gift for the October Library Crawl. Several ideas were discussed. Mary Jane will reach out to Derek Dawdy regarding possible 3D printed items. Evan will share the library sketch artwork created by a friend for possible use.

Adjournment

With no further business, the meeting was adjourned at 5:39 p.m.