

MINUTES

McMillan Memorial Library
Board of Trustees
July 21, 2021

Vice President Galvan called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:02 p.m.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Craig Broeren, Eric Montag, Doug Machon, Scott Kellogg, Karen Schill, Susan Feith, William Clendenning, Ryan Austin, Kim Heniadis

Absent: Anne Zacher

Administration: Andrew Barnett and JoAnn Ogreenc

Others in attendance: Grant Daigle from Miron Construction and Eric Blowers of Engberg Anderson Architects

Mr. Barnett established that this was an open meeting conducted and appropriate public notice was given.

CORRESPONDENCE: A thank you note from the Cranberry Blossom Festival was received for the Library's participation in hosting the Blue Monday concert.

MINUTES: **A motion to approve the Minutes of the June 16, 2021 Library Board meeting was made by Mr. Clendenning, second by Mr. Montag. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for July 2021. **A motion to approve the payment of the Operating and Endowment Fund bills was made by Mr. Machon, second by Mr. Kellogg. Motion carried.**

Ms. Feith requested a running total of donations made to the Endowment Fund. Mr. Barnett stated that the Treasurer has access to all of the financial data for the Endowment Fund and that the Treasurer may request additional reports. (Note: the Treasurer did not have access at this point, but will when the proper forms are filled out.)

LEARNING FUTURES PROJECT Mr. Daigle presented his report for the status of the project and the details of Change Order #1 in the amount of \$14,594.00. Mr. Daigle recommended that the Building and Grounds committee convene a special meeting to review additional changes immediately followed by a Special Library Board meeting.

A motion to convene a Building and Grounds committee meeting on Wednesday, August 4, 2021 at 5:00 p.m. immediately followed by a special Library Board meeting was made by Mr. Clendenning, second by Ms. Feith. Motion carried.

DIRECTOR'S REPORT: Library Use and Events – Our first outdoor concert was doing well until the storm blew in. It drew about 150. We have an ongoing booth at the Farmers' Market. The summer program for kids, teens and adults is underway. The programs include weekly storywalks, outdoor storytimes, teen garden club, zoom trivia, anime club and short story contest. More at <http://mcmillanlibrary.readsquared.com/>. A “hot trivia” contest is scheduled for July 29 and a historic kayak paddle on August 4.

Building & Grounds – Balcony waterproofing is still waiting on appropriate weather. I have attached a revised *Building & Grounds – 2021 Needs* listing, updating a similar document from January.

Budget – The Wood County Library Board will request County reimbursement at the same overall dollar amount as this year. SCLS has approved fees for the various services they provide to us. There was only a slight increase.

Miscellaneous – An article promoting the LF project appeared in the City Times (<https://wrcitytimes.com/2021/06/30/renovating-for-learning-futures/>). We were also featured on WSAW (<https://www.wsaw.com/2021/07/14/mcmillan-memorial-library-taking-steps-toward-future/>). With several new Board members and revised committee assignments, I have attached *Suggested Tasks for Library Board Committees*. This is not exhaustive or prescriptive, but gives an idea of some of the issues we face.

Erin O'Keefe from Engberg Anderson suggests that we have an in-person meeting to select furniture next week.

A motion to convene a Building and Grounds Committee meeting on Monday, July 26, 2021 at 5:00 p.m. to review furniture selections and to invite Board Members interested in the selection was made by Ms. Feith, second by Mr. Austin. Motion carried.

COMMITTEE REPORTS: The Nominating Committee met on July 8, 2021 to prepare the Slate of Candidates and Committee member recommendations.

The Building and Grounds Committee met on July 14, 2021 to review Change Order #1. The committee recommended approval of Change Order #1 in the amount of \$14,594.

A motion to approve Change Order #1 was made by Mr. Clendenning, second by Ms. Feith. Motion carried.

OLD BUSINESS: There were no items of Old Business.

NEW BUSINESS:

Presentation of Slate of Officers. The Nominating Committee presented the following Slate of Officers: Andrea Galvan, President; Kim Heniadis, Vice President, Susan Feith, Treasurer. Vice President Galvan opened the floor for further nominations, hearing none, Vice President Galvan closed the floor to nominations.

A motion to declare a unanimous vote for Ms. Galvan as President was made by Mr. Clendenning, second by Mr. Broeren. Motion carried.

A motion to declare a unanimous vote for Ms. Heniadis as Vice President was made by Ms. Feith, second by Mr. Broeren. Motion carried.

A motion to declare a unanimous vote for Ms. Feith as Treasurer was made by Mr. Clendenning, second by Mr. Montag. Motion carried.

Credit Card for JoAnn Ogreenc, new assistant director.

A motion to approve issuance of a credit card to JoAnn Ogreenc was made by Mr. Clendenning, second by Mr. Broeren. Motion carried.

President Galvan introduced new board members Scott Kellogg and Karen Schill, and welcomed them to the board.

A motion to adjourn was made by Mr. Clendenning, second by Mr. Montag. Motion carried and the meeting adjourned at 6:15 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held on August 18, 2021 at 5:00 p.m.

Respectfully submitted,
JoAnn Ogreenc, Assistant Director