

**DRAFT**

## **MINUTES**

McMillan Memorial Library  
Board of Trustees  
October 17, 2018

Subject to  
Approval

President Galvan called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 4:00 p.m.

### ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Anne Zacher, Susan Bovee, Scott Kellogg, William Clendenning, Heather Gygi, and William Hascall.

Absent: David Farmbrough, Craig Broeren, and Kevin Finbraaten.

Administration: Andy Barnett and Vicki Steiner

Others in attendance: Rick Potter and Wood County Board Chairman Doug Machon

CORRESPONDENCE: The Library was named a recipient of memorial gifts for our former Board member, Jackie Miller.

MINUTES: **A motion to approve the Minutes of the September 19, 2018 and September 26, 2018 Library Board meeting was made by Mr. Clendenning, second by Ms. Bovee. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for October 2018. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Mr. Clendenning, second by Ms. Zacher. Motion carried.**

### DIRECTOR'S REPORT:

Library Use and Events – Both Harmonious Wail and Art Stevenson & High Water were great concerts, even though the latter had to compete with a Brewers' playoff game. Upcoming events: National Theatre Live *The Curious Incident of the Dog in the Night-Time* (10/22); Adult Trivia Night (10/19); a month of Family STEAM events; Author Matt Geiger (10/25); Live Clue for Teens (10/26); The Jimmys on November 8th; International Game Day (11/10); author Susan Baganz (11/15). Young Adult / Youth Services are busy with school visits and issuing cards. We have started NaNoWriMo events and have more scheduled for November. Year to date we have had 211 children's programs, 146 YA programs and 183 adult programs. That includes 26 concerts and 74 movies. Many of the children's and YA programs are off-site. A list of the 2019 concerts was distributed.

Budget – We met with the City about the budget and capital request and have forwarded additional information to them.

Building & Grounds – The restroom renovation began October 10. The Lower Level public restrooms should be finished about the end of November. The second part of the project will start then and run through January 2019. We are preparing a survey about re-programming the Adult Room. We hope to start moving shelving and furniture in the Commons in the next month, to create a more coherent YA space and coffeehouse area. The Upper Lobby ceiling has been replaced, with a donation covering the costs of the new lighting fixtures.

Solar Project – An analysis of the first year of the solar project will be distributed.

Miscellaneous –Rep. Kind has nominated McMillan for the National Medal for Museum and Library Service and we filled out an application. Announcement of honorees will be in March. A copy of the application was distributed. We are exploring with Community Media to see if some of their content can be repurposed as podcasts. Meeting Room use and how to report it was discussed.

COMMITTEE REPORTS: There were no committee meetings held during the month.

OLD BUSINESS: Mr. Barnett updated the Board on the 2019 Budget. No new information is available at this time. Mr. Clendenning suggested a presentation to the Wood County Board. Mr. Machon commended the Library on their solar project and talked about ideas for renewable energy for Wood County.

NEW BUSINESS: There were no items of new business to bring before the Board.

**A motion to adjourn was made by Ms. Zacher, second by Ms. Bovee. Motion carried and the meeting adjourned at 4:42p.m.**

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on November 21, 2018 at 4:00 p.m.

Respectfully submitted,  
Vicki Steiner, Secretary