

Pulaski Public Library Board Minutes
November 12, 2019

Present: Jim Butler, Warren Leib, Robin Longley, Roy Randall, Eileen Soika, Mary Williams, Lauren Rutherford - Library Director.

Absent: Elaine Delaney

Visitor(s): Jan Tighe, Elizabeth Woods

President Butler called the meeting to order at 4:04 pm.

A motion was made by Warren Leib to approve the agenda. It was seconded by Roy Randall, voted upon, and carried.

Public comments: none.

Minutes: A motion was made by Robin Longley to approve the October minutes. It was seconded by Eileen Soika, voted upon, and carried.

Treasurer's report: A motion was made by Eileen Soika to accept the treasurer's report. It was seconded by Jim Butler, voted upon, and carried. Warren asked if a request was made to the school for the \$45,000 allocated to the library. Lauren said she will meet with Bridget Dawley to review budget policies. Eileen informed the board that the miscellaneous revenue of \$150 was from the sale of the book shelves.

Bills to be paid: A motion was made by Warren Leib to approve payment of the bills in the amount of \$923.98. It was seconded by Roy Randall, voted upon, and carried.

Director's Report: Lauren Rutherford reported:

- She has taken new director training.
- She has new programming ideas - target teens. This may include a creative writing workshop, YA book club, and anime drawing program. She wishes to rearrange to make a teen area.
- She wants to purchase more graphic novels to attract teens. She intends to meet with the high school principal and librarian for ideas.
- She updated the library job descriptions for library clerk I, II, and III.
- She reported all public access computers have been updated as of 11/6.
- She will be holding monthly staff meetings as well as meeting with all of the volunteers.
- She will redo the volunteer binder.
- NCLS is updating SIRSI and will provide training. She would like everyone to take the training.
- Future training she will be attending include the Annual Report training on 11/19, Talking is Teaching training on 11/19, SIRSI training on 11/15, JAB meeting and Directors meeting on 11/20 at NCLS.
- She would like to attend the PLA conference in Nashville in February 2020 and RIPL conference in Chicago in July 2020. She has already applied for scholarships to cover the cost.
- She intends to poll the community to see what services, programs, and materials they would like to see in the library.

Friends report: They are ready to go with the Light Up Pulaski Program. This may include cookie decorating along with the high school musical performance in the library. Money making

ideas for the year include selling canvas bags with the library logo, candy bouquets, a gift card tree.

Old business: none.

New business: Warren made a motion to appoint Lauren Rutherford as the new library director. It was seconded by Robin Longley, voted upon, and carried.

Warren made a motion to change Lynn's sick days from one every other month to one a month. Roy Randall seconded the motion. It was voted upon and carried.

Time sheets are to be shared with the board at each meeting.

The next meeting will be Tuesday, December 10, 2019 at 4:00 pm.

President Jim Butler asked for a motion to adjourn the meeting. Roy Randall made the motion at 4: 30. It was seconded by Mary Williams, voted upon, and carried.

Respectfully submitted,

Mary Williams