

Havana Public Library District Board Meeting

December 12, 2019

The meeting was called to order at 4:53 PM by President Brian Lesemann. Members present were Stephanie Howerter, Mark McGrew, Mary Ellen Simpson and Mary Layton. Also present was Librarian Vanessa Hall-Bennett.

President's Report

No report

Secretary's Report

The minutes of the November 20, 2019 meeting were reviewed. A motion was made by Mary Layton and seconded by Mark McGrew to approve the November 20, 2019 minutes as presented. Motion passed by roll call vote.

Correspondence, Communications, Public Comment

The Board previewed the letter Jessica Hughes will be submitting to request a space for next year's NerdCon event.

Treasurer's Report

The October 2019 Treasurer's Report was reviewed. A motion was made by Mark McGrew and seconded by Brian Lesemann to approve the October 2019 report as presented. Motion passed by roll call vote.

The November 2019 Treasurer's Report was reviewed. A motion was made by Mary Layton and seconded by Mark McGrew to approve the November 2019 report as presented. Motion passed by roll call vote.

Librarian's Report

7 attended the November book group, American Gods. 13 people are signed up for December's selection, Ghost Story.

Ms. Hall-Bennett is working on the Per Capita Grant which is due January 15, 2020. The library has several failing computers. Tristan Hall has volunteered to build six new computers over the Christmas break. Ms. Hall-Bennett has ordered components for the computers using 2019 Per Capita Grant funds.

The main library's November attendance statistics were as follows: 955 patrons, 162 staff/service/other; and 158 computer users.

Thirty-two (32) programs took place in November. Total attendance for programs was 170 adults, 43 young adults, and 241 children.

238 informational questions and 281 reference questions were answered. 3 in-depth tutorials were conducted and 5,135 items were circulated. 11 new library cards were issued.

3,701 items were discarded and 147 books and 4 magazines accessioned.

The library staff is currently inventorying the library collection, beginning with all adult materials.

All items have been removed from the former Bath satellite. The books have been discarded and donated to the Bath Community Center.

Unfinished Business

None

New Business

David Alan Badger has requested to copy the 1940 city directory for a new book he is currently developing. He had previously done this with the 1916 city directory in 1993. The Board had reservations of the request due to copyright laws. Ms. Hall-Bennett will be in contact with David Alan Badger regarding a release from the Methodist Church to use the directory since it originated from a group within the Methodist Church. No other action was taken.

Ms. Hall-Bennett provided an update to the library's mission statement. Only one line was added. A motion was made by Mark McGrew and seconded by Brian Lesemann to approve the updated mission statement as presented. Motion passed by roll call vote.

Marty Balbinot has not had success in obtaining someone to conduct the land survey. Mary Layton knows of someone else who may be able to conduct the survey. She will contact them and request an estimate for their services. No action was taken.

By acclamation a motion was made to approve Mark McGrew as President, Mary Ellen Simpson as Vice-President and Brian Lesemann as Secretary effective January 9, 2020.

A motion was made by Mary Layton and seconded by Stephanie Howerter to keep minutes from Closed Sessions closed. Motion passed by roll call vote.

Ms. Hall-Bennett reminded the Board the Per Capita Grant is due January 15, 2020. The Report of Receipts and Disbursements is due December 31, 2019.

An application for an exemption from the IRS is nearly complete. Progress is being made on finalizing the details for the incorporation of the 501(c)(3).

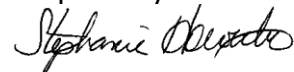
Closed Session

None

Adjournment

The meeting was adjourned by acclamation at 5:38 PM.

Respectfully submitted,



Stephanie Howerter, Secretary