**Minutes of the Coatesville-Clay Township Public Library**

**Board of Trustees**

**Tuesday, February 11, 2020**

**Coatesville Clay Township Public Library**

The Coatesville Clay Township Public Library Board Members met for a regularly scheduled meeting on Tuesday, February 11, 2020, at 5:30 p.m. in the Library community room. Board members present were Shelly Starbuck, Kirstie Smith, Marcy Shepard, Larry McCubbin, Kathy Blake, and Korleen Bledsoe, Library Director.

**Annual Election of Board Officers**

Kirstie Walker recommended the slate of Shelly Starbuck as president, Marcy Shepard as vice president, Carla Gill as secretary, and Kat Blake as treasurer. Marcy Shepard seconded the motion and all approved.

**Regular Board Meeting**

**Approval of Minutes *-*** January meeting minutes reviewed and approved with only changes to correct spelling of Kirstie’s name.

**Old Business**

**Town Initiatives *–*** Coatesville Downtown Revitalization meeting on Feb 13 and Historical and Preservation Society meeting on Feb 20. Korleen has been attending and will continue to keep us updated on matters relevant to the Library.

**New Business**

**Janitorial position –** Rebecca Riepe resigned as janitor & Jill Harris has taken over duties effective February 8.

**Endeavor Communications bundles –** Endeavor offered us a new service package that will increase internet speed and result in a decrease in monthly cost, saving approximately $29 per month.

**Mowing bids –** The only mowing bid was from Coby Johnson @$65 per mow, blow, and trim. Bid was accepted.

**MCLS Membership –** The Midwest Collaboration for Library Services has an offering that provides a host of training for director and staff and is $125 annual membership. The board agreed we should pursue this offering to continue to develop our staff to provide exception service.

**2020 Out of Township fees –** Our operating expense per township capita is $61.86. Our OOT fees must be higher than that amount and is currently $70. Board advised lowering OOT fees to $65 for 2020.

**2019 Annual Report –** board president signed the annual report for proper submission to state.

**Forward Payment –** per usual, check #8290 was written early to Butler’s LP to take advantage of discount. This is standard operating procedure.

**Summer Reading Program** – This year’s theme will be “Imagine Your Story.” Jill will run the program and the dates are June 10, 17, and 24 and July 8, 15, and 22.

**Coatesville Christian Preschool** – Due to a flooding emergency in the basement of the Christian Church, the preschool requested permission to temporarily use the Library meeting room until damaged could be repaired. The board voted to waive the normal fee given the circumstances, motioned by Marcy and seconded by Larry with all in favor.

**Adjournment**

Meeting was dismissed by Board President, Shelly Starbuck at approximately 6:05 p.m.