

Cannon County Library System Board of Trustees

Thursday, September 14, 2024

4:00 pm

Call to Order

Mike Reed, Chair called the meeting to order at 4:00

Members present: Richard Northcutt, Mark Bailey, Kim Gannon, Mike Reed, Marsha Petty and Jacy Willis (Adams Memorial Library), Cynthia Matthews (Regional Library)

Absent: Susan Trail, Melanie Estal, Greg Rogers

Quorum: Yes

Public Comments: None

Acceptance of Minutes: A motion was made by Kim Gannon and seconded by Mark Bailey to approve the minutes from September 12, 2024

Treasurer's Report: Marsha Petty gave the Treasurer's Report

- Total Revenue for August \$7,307.13
- Year to date library revenue (07/31/24)\$7,981.17
- Expenses: Library expenses as of 09/30/24, County ledger provided

Director's Report:

- Top grant awarded, \$ 1,632 (20% match)
- Tech grant awarded up to \$11,297 (50% match)
- Webmaster, Piper Mountain, is retiring.
 - Website should be ADA compliant, Library will investigate
 - Domain names always need to be renewed! In the past Piper Mountain has taken care of this. To date domain names (adamsmemoriallibrary, Auburntown library, cannoncolibrary, (might be others)) are paid and current.

Regional Library Report

Cynthia Matthews gave the Regional Library Report.

- Richard Northcutt and Melanie Estal attended workshops in September
 - Attendance supports the next tech grant application

Old Business:

- A motion was made by Richard Northcutt to approve the long-range plan, Kim Gannon seconded the motion. Motion passed.
- A motion was made by Mark Bailey and seconded by Richard Northcutt to allow emergency closing policy. Motion passed.
- Updates to Library Board Trustee Committees were updated to reflect board changes.
- Hours worked each week by library staff have been updated to 115 hours for full time and 49-50 for part-time.
- Mike and Marsha attended the County Commissioners meeting held September 5, 2024 and Commissioners voted on the items required by Regional. Closing Auburntown, MOE Funds, MOE hours Adams Memorial Library will be open, and MOE staff hours. Lana will provide the minutes to Mike and/or Marsha.

New Business:

There was no new business

Adjournment: Mark Bailey made a motion to adjourn and was seconded by Kim Gannon.

Next meeting November 14, 2024

Minutes submitted by Kim Gannon