

Marion County Library

February 26, 2024

5pm

Meeting Minutes

**Present:** Linda Ramos, Amy Brown Treasurer; Peggy Pentkowski, Megan Lynch, Alesia Owen, and Dana Scott, Director.

**Visitors:** Suzy McVay, Justice Claudia Brigham, Helen Frasier, and Glenna Fisk

**Scheduled Speakers~N/A**

**Minutes**

Ms. Owen moved to accept the November 2023 meeting minutes. The motion was duly seconded and unanimously approved.

**Treasurer's Report**

The Treasurer's Report was submitted and filed for audit.

**Chair Report**

**Unfinished Business:**

**New Business**

**Election of Officers~**

Ms. Pentkowski nominated Ms Ramos to be Chair; as there were no further nominations, Ms ramos was elected Chair by acclamation  
Ms. Ramos nominated Ms Pentkowski to be Vice Chair; as there were no further nominations, Ms Pentkowski was elected Vice Chair by acclamation.  
Ms. Pentkowski nominated Ms. Brown to be Treasurer; as there were no further nominations, Ms. Brown was elected Treasurer by acclamation.

**Conflict of Interest Form~**

The Library Board signed the Conflict of Interest Statement. Ms. Scott and the Library Team will sign their copy by the end of the week. All signed Conflict of Interest Forms will be filed with the Director.

**Bylaws~**

Due to many questions needing to be clarified, Ms. Owen requested the Bylaws be tabled until the March Board Meeting. The motion was duly seconded and unanimously approved.

FILED FOR RECORD  
at 1:36 o'clock P M

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Marion County Clerk  
D.C.

City BK 139

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**Trustee Conduct~**

After reviewing the trustee conduct, the board agreed they need to be more involved and step away from the political spotlight.

**Board Code of Conduct~**

Ms Brown moved to accept the Board Code of Conduct as edited. Motion duly seconded and unanimously approved.

**Exhibits and Bulletin Board Policy~**

Ms. Pentkowski moved to accept the Exhibits and Bulletin Board Policy as edited. Motion duly seconded and unanimously approved.

**Library Card and Circulation Policy~**

Ms. Brown moved to accept the Library Card and Circulation Policy as edited. Motion duly seconded and unanimously approved.

**Collection Development Policy (and related documents)~**

Ms. Lynch moved to accept the Collection Development Policy as edited. Motion duly seconded and unanimously approved.

**Assess Staffing Needs~**

The Director stated the Library did not need new or additional staff at this time.

**Assess Technology/Equipment Needs~**

The Director explained that the patron computers might need to be replaced in 2024.

**Director's Report~**

The Director reported the Library Team needed to attend CPR/FIRST AID/AED Training on April 25th. Ms. Pentkowski moved to close the Library on April 25th so the staff may attend CPR/FIRST AID/AED Training. Motion duly seconded and unanimously approved.

**Non Agenda Items~**

Ms. Owen asked if the Director would be able to email Marie on the status of the Community Center.

**Board Business was completed at 6:55pm**

**The Board Chair opened the floor for comments~**

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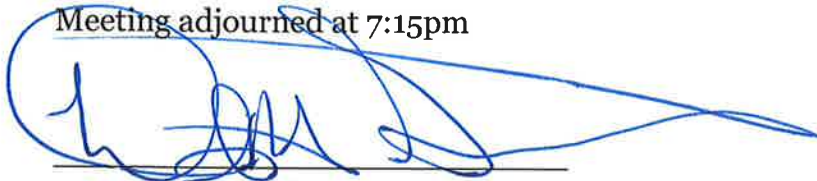
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Ms. Brigham asked that the Activity Report be changed from Programs to Program Attendees and that she would like a breakdown of the number of books purchased in 2023. She also requested a monthly expense report.

Ms. Fisk asked that we have the board members' names and contact info on our website. She said she could not find our Mission Statement on our website, so Ms. Scott recited the Mission Statement verbally and showed her where it was on the website. She also asked that we reopen the Library on Saturdays.

Meeting adjourned at 7:15pm



Dana E. Scott, Library Director/Secretary for the Board