

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

**Visitors:** Cassy Meyer, Debra Meyer, Claudia Brigham, Wayne Templet, Glenna Fisk, Carol Harris, and Ted Harris

**Scheduled Speakers:**

Friends of the Marion County Library-Debra Meyer spoke about the upcoming Book, Bake, and Yard Sale on April 19th & 20th to be held at the Legion Hut.

**Minutes:**

The February were approved as submitted.

**Treasurer's Report:**

The Treasurer's Report was submitted and filed for audit. Ms. Scott explained the Board needed to acknowledge the change to the Banking Resolution; Linda Ramos will replace Curt Bryant as Chair on all Library Board banking accounts.

**Chair:**

The Chair had nothing to report at the time.

**Unfinished Business**

**Bylaws**-Ms. Scott sent the unedited version of the Bylaws to Jenn Wann at the State Library. Ms. Wann shared a few things for the Board to consider:

- 1) Article III, Section 1 & 6 – the Library Director is not a member of the board so it may send a mixed message that the Director is identified as an officer of the board for the Library Director to serve as the Library Board's Secretary.
- 2) Article IV, Section 7 – the order of business does not include a place for public comment, although public comment is referenced in the next section.

As responses to the suggested changes to the Bylaws, Ms. Pentkowski moved to elect Ms. Owen as Board Secretary. Ms. Owen said "no". Ms. Ramos asked if Ms. Lynch would be willing to take on the role of Board Secretary, and Ms. Lynch said she would if there were no other options. Ms. Ramos said she wanted to review other options before voting.

Ms. Scott offered to add a Public Comments section to the Agenda.

Marion County Library

March 18, 2023

5:00 pm

Meeting Minutes

**Board Code of Conduct**-Ms. Scott also sent the unedited version of the Board Code of Conduct to Jenn Wann at the Library Library. Ms. Wann noticed a slight miswording in the overview;

- “in accepting an appointment as a trustee, an individual agrees thereafter to...2) act independently...”

Ms. Pentkowski moved to change the wording in the Board Code of Conduct to read 2) “not act independently...”. Motion duly seconded and unanimously approved.

**Staffing Needs**~Ms. Scott explained that the Library would need another staff member since the Library would reopen on Saturdays. After creating an Ordinance, Ms. Scott shared, there had been an accounting error in the Numbers & Compensation which is why the hourly pay was so low for one employee. The proposed Ordinance would change a part-time position into a full-time position and fix the accounting error. Ms. Pentkowski moved to accept the Ordinance as submitted. Motion duly seconded; Ms. Owen opposed the Ordinance, and the motion passed. Ms. Ramos will present the proposed ordinance to the Budget Committee and Personnel Committee.

**NEW BUSINESS**

**Meeting Space Policy**-The Meeting Space policy was reviewed by the Library Board.

**Confidentiality of Library Patron Records Policy**~the Confidentiality of Library Patron Records Policy was reviewed by the Library Board.

**Confidentiality and Privacy Agreement (staff, volunteers, contractors)**~the Confidentiality and Privacy Agreement (staff, volunteers, contractors) was reviewed by the Library Board.

**Director:**

The Director reported that the Summer Reading Program Events have been scheduled and the kick off party/cookout will be held on May 30th with music by Shawnee Town Band. The rest of the events are as followed:

June 6~SNAKES! with Fred Berry

June 13~Marty the Magician

June 20~Movie Party

June 27~End of Summer Reading Program Cookout, Snow Cones, and Storytime

All events will be held at 11am.

The Director also shared that the Library will have a “Try it Before you Buy it’ month long program in April. And the Afghan Raffle/Blind Date with a Book and Board Game month event was a huge success.

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The Director explained she had misspoke at the February meeting and even though the Annual Library Survey was completed, it was not due to be discussed until the May meeting.

**Non Agenda Items~**

Ms. Ramos handed out a copy of Public Library Administration to each member of the Library Board. This document from the State Library states the roles of the Library Director, Library Board, and County Government in the County Library.

**Public Comment-**

Ms. Fisk asked about National Library Week, mentioned the Library could save money by using AARP, and thought the Library should invest in retractable walls for privacy.

Ms. Bringham asked where the signed Conflict of Interest Forms were held, she also stated that during a Budget Committee meeting in 2023, she had asked when the Library would reopen on Saturdays and when the Library Director would fill the part-time position, she also asked about a Library Board discretionary funds document.

Wayne Templet asked if the visitors could have copies of the Board Packet.

Meeting adjourned 6:07pm



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