

# COLE LIBRARY BOARD OF TRUSTEES MINUTES

## September 21, 2021

PRESENT: Cathy Boggs, Diana Corcoran, Jackie Wallace, Chris Bostwick, Tracey Louwagie

I. The meeting was called to order by President Diana Corcoran at 8:34 a.m.

II. The minutes were read and approved.

III. REPORTS:

### A. PRESIDENT

A. Welcome to our new board members Chris Bostwick and Jackie Wallace. Thank you for serving!

B. Election of Officers:

Diana Corcoran – President

Jackie Wallace – Vice President

Tracey Louwagie – Secretary

### B. PUBLIC LIBRARIAN:

1. Community Survey Update: 68 surveys have been returned so far; we hope to receive 150. Results are showing that the main way patrons are receiving Library news is via Cole Corner.

2. The Library received a \$125 donation from the Ingleside Book Group.

3. Fall Programs Updates: Due to COVID there will be no early-out programming for kids. Story time is moving inside, and Cathy will be running an air filter. Daytime Book Groups are outside for now but will be moving to Room 410, as will the Evening Book Group and Yarn Squad. Middle School and High School Book Groups are still meeting outside.

4. Webpage Updates: Grace and Cathy working on the website. A grad student from New England reviewed the website and offered good feedback. Cathy has asked the Board to spend time looking at the Website for ease of use, mistakes, Libby, etc. Diana suggested that it be noted on the Libby instructions page that Library Patrons need to choose “Russell D. Cole Library” from dropdown list.

5. Kanopy News: Kanopy is a movie streaming Company the Public Library does not subscribe to, but the College does. It was recently purchased by Override. It is unknown what this change means for the Public Library.

6. Vandalism has not been noticed in books as of lately.

### C. LIBRARIANS REPORT:

1. No Financial Report.

2. Gayle is an online resource that includes books, authors, journals, and magazines. The State Library has pulled Gayle and has not replaced it with anything equal. The Public Library sets aside \$700-800 each year for Gayle and Cathy is requesting we get it back on our website. She will notify us when it becomes available.

### IV. MAJOR BUSINESS:

A. Hoopla Update: Hoopla was mentioned in the September Newsletter and Greg will get it up and running when he returns to work. Once this happens, the Public Library will be reimbursed by the state grant.

B. Community Survey Update: Cathy has asked the Board to be ambassadors and distribute the survey to as many people as possible. The feedback from the survey will be used to help create the 5-Year Plan.

C. Building Concerns: There is several thousand dollars in carry-over money due to less money used for healthcare benefits for Cathy and Grace. Cathy wants the Board to consider possible ways to use the money. Possible ideas include recarpeting first floor or fixing the cement outside the library which is a tripping hazard.

The next meeting of the Board will be Tuesday, October 19<sup>th</sup> (or 26<sup>th</sup>) at 8:30 a.m.

The meeting was adjourned at 9:17 a.m.

Respectfully submitted,

Tracey Louwagie