**ARTHUR PUBLIC LIBRARY BOARD MEETING**

July 16, 2018

Present: President Pate, Allen, Fritz, Mammoser, Singer, Yeakel, Yoder; Director Pruitt.

Meeting was called to order at 6:35 p.m.

Minutes were approved on a motion by Allen, second by Yoder.

Treasurer's report. Hoping to have audit done soon. It is due at the end of the month. Treasurer's report approved on a motion by Mammoser, second by Yeakel.

Correspondence

Thank you from Alice.

Director's report - Kelsey Pruitt

1) Circulation report shows that we were about 7,000 items down from last year. Trying to find MyMediaMall numbers.

2) Suggested that Dawn register as a Notary Public. Cost would be about $57.95 per year. We would charge patrons 50 cents per page. Motion by Yeakel to have Dawn go through the process to become a Notary Public, with a second by Singer, carried.

3) Several programs have been lined up for adult programming for the upcoming months: Sept. 8, Ryan Gannaway from the Dept. of Aging; Oct. 13, Tom Vance, Arthur Heritage Center; No program yet for November; Dec. 8 Douglas Hart Nature Center.

4) Plans for children's area. Purchase large area rug, fabric playhouse and floor cushions. Fritz made a motion to budget and spend up to $500 for these upgrades. Mammoser seconded. Motion passed. Adam suggested Kelsey look into getting an Amazon card for the library for future purchases. Will enable us to earn reward points for future purchases.

5) Building. Oyes has ordered a replacement hot water circulator for $420.

6) Bills were approved on a motion by Allen, second by Singer.

Old business

Budget and Appropriation Ordinance Fiscal Year 2018-19 No: 07-16A-18 was approved on a motion by Mammoser, second by Allen and by individual recorded vote.

New business

1) Library can purchase an Electrolux commercial vacuum cleaner from Oyes for $309. Kelsey will check with cleaning staff.

2) Credit card slot has been installed on vending machines. There seems to be some improvement in the working of the machines.

3) Suggested that we move used books for sale from cart in doorway and install shelves to put books on where coat rack is located.

4) On request of board members, Kelsey shared the hours that library employees are working:

Kelsey: 8:30-4:30 Monday-Thursday, alternate Friday and Saturday

Dawn: 2 p.m. to 8 p.m. Monday-Thursday, 8:30-5 p.m. alternate Friday and Saturday

Stephanie: 10 am.-6 p.m. Monday-Thursday, 9 a.m.-5 p.m. alternate Friday and Saturday

Cathy: sub as needed

Meeting was adjourned at 7:05 p.m. on a motion by Mammoser, second by Singer.

Respectfully submitted,

Martha K. Yeakel, Secretary