

OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in regular session on June 20, 2023.

Call to Order

President Wes Petzinger called the meeting to order at 9:34 am. Attending the meeting were Wes Petzinger, Rachele Cobb, Mark McMillen, Mimi Quiroz, Library Director Cyndi Clifton and Assistant Director Kim Hunter.

Approval of minutes

Trustee Petzinger made the motion to approve the minutes from the May 2023 meeting, trustee Quiroz seconded. All voted aye.

Public Comment

There were no public comments.

Financial Reports and Disbursements

The general operating account and the reconciliation detail were reviewed as well as the credit card expenses for the month. All of the expenses were in line with the approved budget with no abnormalities.

Trustee Petzinger made the motion to approve the Financial Report, Trustee McMillen seconded. All voted aye.

Library Statistics

On the Library Statistics for May 2023, we had 2998 patrons that used all Library services. 54 programs were held with 1934 participants. Public computer users were 298. The website had 897 hits. Check Ins/Outs and renewals were 6231 for the month.

Regional Librarian Report KDLA

This month's KDLA report included a reminder about the 2023 Annual Report, this year's Summer Reading Champion, and DLG Filing Deadlines.

Librarian's Report

Roof Update – The roof replacement is complete and the trim boards are being worked on currently. Those should be complete within the next week.

Property Survey – Cyndi received a call from the surveyor the process has begun for surveying our property.

Monthly Email to Patrons – In an effort to promote the library and get more patrons in the building, the library staff have started a monthly email to all patrons.

Adult Services job description – With Rebekka’s resignation, Cyndi and Kim reviewed the Adult Services job description. A couple of changes were made and presented to the library board. Trustee Petzinger made the motion to approve the changes and Trustee Cobb seconded. All voted aye. The position will be posted this week.

Trustee McMillen made the motion to adjourn at 10:15 am and Trustee Cobb seconded. All voted aye.

The next schedule meeting will be July 18, 2023 at 9:30 am at the Owen County Public Library.

Respectfully submitted by:

A handwritten signature in black ink that reads "Cyndi Clifton". The signature is written in a cursive style with a large initial "C".

Cyndi Clifton (on behalf of trustee Quiroz)