

**MARION CARNEGIE LIBRARY  
BOARD OF TRUSTEES MEETING  
6:30 p.m., Monday, November 18, 2024**

Call to Order – The meeting was called to order by George Trammell at 6:30 pm.

Roll Call

Present:

Steve Aschieris  
Andrea Bradley  
Twila Couey  
Jenna Griffith  
Phyllis Landwehr - absent  
Carolyn Loving  
Sue Ella Rhine - absent  
George Trammell  
Linda Walker  
Loretta Broomfield - Director

**Recognition of Visitors:**

Three visitors were in attendance.

**Consent Agenda (Minutes, Financial Statement, Department Activities & Circulation):**

A motion was made by Linda Walker to approve the Consent Agenda, 2nd by Steve Aschieris, all were in favor and the motion passed.

**Director's Report:**

- Staff are busy planning holiday programs and activities. The Friends provided money to purchase candy for the various trick or treating events. On October 31, the gate count was over 1,000. Gate count for an average weekday is between 300-400. Staff also met to plan the Season's Readings night and the Very Merry Marion parade entry.
- Loretta reported that most employee job titles have been changed to more accurately reflect the work that they do. There were no changes to salary or benefits. The changes are as follows: Library Assistants are now Shelves, Librarian I titles are now Library Assistants. Coordinator titles are have been condensed to, "XYZ Services Coordinator.
- George noted that he has been in communication with Mayor Absher about the provision of social services within the City. The City is working on it.

**Committee Reports:**

1. Personnel: The Library Services Coordinator's last day will be 11/22/24. There will be farewell celebration this week and the board is invited to attend. Sydney Odum, Library Assistant, has been promoted to Library Services Coordinator. Our full-time Children's Library Assistant resigned

and that position will be filled in house. Nikki Davis will transfer from the main floor to the Children's Department. Interviews for the two vacant Library Assistant positions will take place in the next few days.

2. Building and Grounds: Nothing to report
3. Finance: Nothing to report
4. Friends: The November book sale raised \$814.60
5. Technology: Nothing to report

**Unfinished Business:**

1. None

**New Business:**

1. The library needs a new strategic plan. This is one of the IL Public Library Standards where we are not in compliance. Loretta, George and Twila have been attending a three-part series workshop to help with the strategic planning process. This will be discussed further in 2025.
2. Per Capita Requirements - Serving Our Public Review Chapters 10-13  
Loretta reviewed these chapters with board members for the per capita grant requirement.
3. Payment of October 2024 bills.
  - a. A motion was made by Andrea Bradley to pay the October bills, there was a second by Carolyn Loving, all were in favor and the motion passed.
3. Next meeting is January 13, 2025. Noted there is no meeting in December.
4. Adjournment
  - a. A motion was made by Andrea Bradley to adjourn, there was a second by Steve Aschieris, all were in favor and the motion passed. The meeting adjourned at 7:10 p.m.

-respectfully submitted by Loretta Broomfield, Director