

ELIZABETH TITUS MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING  
DECEMBER 15, 2009

The December meeting of the ETML Board of Trustees was called to order at 4:25 p.m. by President Karen Lane . Members in attendance were Lynn Elder, Nancy Elder, Brad Lane, Sue Sides, Ann Wheeler, Kathy Wood, Librarian Colleen Mitchell and Mayor Ann Short.

The minutes of the November meeting were read. Sue made a motion seconded by Ann to accept as submitted. Voting was as follows: Ann, aye; Brad, aye; Karen, aye; Kathy, aye; Lynn, aye; Nancy, abstain; Sue, aye. Motion passed.

The Treasurer's report was given by Colleen and approved subject to audit. Motion to accept by Lynn seconded by Sue. Voting was as follows: Ann, aye; Brad, aye; Karen, aye; Kathy, aye; Lynn, aye; Nancy, aye; Sue, aye. Motion passed.

LIBRARIAN'S REPORT:

1. Outreach: 4 flu-shot clinics were conducted through Moultrie County Health Dept.
2. Colleen attended a workshop for the Fy2010 Live & Learn Construction Grant.
3. Filed the Fy2010 construction grant with ISL-award date is in March.
4. Filed E-Rate's form 471 for year 13 (July 1, 2010 - JUN3 30,2011).
5. Sue and Colleen participated in an on-line discussion of the many changes in the FOIA. The approximately 15 changes will take affect January 1, 1021. Trustees were given a packet containing information to review about the changes.

NEW BUSINESS:

1. Trustees reviewed *Serving Our Public 2.0: Standards for Illinois Public Libraries* as per Per Capita Grant requirement.
2. Ann made a motion seconded by Brad that we accept the Overdue Policy as it has been changed. Voting was as follows: Ann, aye; Brad, aye; Karen, arc; Kathy, aye; Lynn, aye; Nancy, aye; Sue, aye. Motion passed.

OTHER BUSINESS and/or TRUSTEE COMMENTS:

1. Karen announced that the City Council agreed to allow city employees to take Christmas Eve afternoon off. Because the library is closed on Christmas Eve, library staff will be taking their time off as pre-approved and scheduled by the Director. The amount of time off will be based on their normal scheduled workday.

ADJOURNMENT:

Meeting adjourned at 4:45 p.m.

Respectively submitted,

*Kathy Wood*

*Secretary*