

MINUTES  
ELIZABETH TITUS MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
MAY 26, 2009

The May meeting of the ETML Board of Trustees was called to order at 4:25 by Vice President, Sue Sides. Those in attendance: Lynn Elder, Nancy Elder, Dennis Johnson, Brad Lane, Joe Thompson, Ann Wheeler, Kathy Wood, Librarian Colleen Mitchell and Mayor Ann Short.

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

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

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

**LIBRARIAN'S REPORT:**

1. Carol Piper has returned to work.
2. DCEO grant (children's room)- City Treasurer has filed a ' Modification Request' form to request an extension on the grant's end date which is June 30, 09.
3. Requirements to end the last FY have been met. City Treasurer received paperwork May 1<sup>st</sup>.
4. Illinois Public Library Annual Report was filed on-line 5/7/09.
5. ETML will become a drop-site for old cell phones collected by Bob Flider for soldier's use.
6. Sat., May 23<sup>rd</sup> 3/4 year old Patrick Owen closed the bathroom door on his fingers. He is okay.

**OLD BUSINESS;**

Joe made a motion seconded by Brad to raise Michele's salary by \$1.50 an hour and the 3 part time ladies salary by .20 cents an hour. Voting was as follows: Brad, aye; Ann, aye; Dennis, aye; Joe, aye; Kathy, aye; Lynn, aye; Nancy, aye; Sue, aye. Motion passed.

**NEW BUSINESS:**

1. Nancy made a motion seconded by Lynn to continue the Non-Resident Card Program. Voting was as follows: Brad, aye; Ann, aye; Dennis, aye; Joe, aye; Kathy, aye; Lynn, aye; Nancy, aye; Sue, aye. Motion passed.
2. Trustees reviewed Standards For Illinois Public Libraries: Reference, Reader's Advisory, & Bibliographic Instruction (PCG requirement).
3. Lynn made a motion seconded by Ann to accept the revised Reference Service Policy. Voting was as follows: Brad, aye; Ann, aye; Dennis, aye; Joe, aye; Kathy, aye; Lynn, aye; Nancy, aye; Sue, aye. Motion carried.
4. Trustees reviewed Administrative Ready Reference (PCG requirement).