**South New Berlin Free Library**

**Meeting**

February 26, 2018

**Present**: Marcia Hoag, George Clum, Elaine Clum, Ann Mein, Tammy Osborne, John Lorence, Tom Bryden

**Public:** Martin Mein, Wendy Bovee-Oldham, Ian Oldham, Lynn Macumber

Marcia called the meeting to order at 6:00 pm.

**Minutes:**

Minutes from January 16, 2018 annual and quarterly meeting minutes were approved. Elaine made 1st motion, Tammy 2nd. All in favor, motion carried.

Minutes from February 15 were approved. John made 1st motion, Elaine 2nd. All in favor, motion carried.

Executive minutes from September 7, 2017 were approved. George made 1st motion, Ann 2nd. All in favor, motion carried.

Executive minutes from September 19, 2017 were approved. Tammy made 1st motion, George 2nd. All in favor, motion carried.

Executive minutes from January 16, 2018 were approved. John made 1st motion, Elaine 2nd. All in favor, motion carried.

**Door Closer:**

John had researched door closers to replace the current faulty closer on the automatic handicap accessible door. Attempts to adjust it have been unsuccessful. He has communicated with a company who can supply the Library with a closer which will meet the requirements. He will be submitting a bid for approximately $2,600. George made 1st motion to accept this bid for up to $3,000 and Elaine 2nd the motion. All approved, motion carried.

**Certificate of Deposit:**

The CD in the amount of $6,478.74 expired on February 24, 2018. Tammy made 1st motion to move the funds into the savings account or a short-term CD. Ann 2nd motion. All in favor, motion carried.

**Library Manager reports:**

Robin stated she would like a policy for library information requests. It was decided a one-week period to produce the data requested would be reasonable. John made 1st motion to implement this procedure and Tammy 2nd motion. All in favor, motion carried.

Robin said she was asked if the Library would like to have a person to repair/tighten eyeglasses come to the Library at some future date to accommodate anyone requesting the service at no charge.

Discussion regarding having old yearbooks from 1950 – 1995 converted digitally by Oklahoma Correctional Industry at no cost to the Library. George made 1st motion, Tammy 2nd, all in favor, motion carried.

Discussion about storm door. Robin will advertise it again for $50 or best offer.

There was no public comment.

George made a motion to adjourn meeting. Elaine 2nd motion.

Meeting adjourned at 6:26 pm.

Submitted:

Ann Mein, Secretary