

MORGANTOWN PUBLIC LIBRARY
Minutes of the Annual Meeting
May 16, 2019

Approved June 20, 2019

Present:

Sue Carpenter
Linda Durfee
Janet Paine
Judy Panagakos
Penny Pugh

Absent:

Also Present:

Sarah Palfrey
Kelly Funkhouser

Others Present:

Call to order

The annual meeting of the Board of Trustees of the Morgantown Public Library convened at the Morgantown Public Library, on May 16, 2019. The meeting convened at 9:05am, Linda Durfee, President presiding, Kelly Funkhouser, secretary.

Approval of the Minutes of the April 25, 2019 Regular Meeting

The minutes were accepted as corrected.

PUBLIC FORUM - None

CORRESPONDENCE AND COMMUNICATIONS – None

REPORTS OF COMMITTEES/OFFICERS

- A. President – Linda Durfee expressed her thanks to everyone for an effective year.
- B. Treasurer – 2019.05.16 Financial Statement was presented, discussed, and filed for audit.

REPORT OF THE LIBRARY DIRECTOR

- Sarah Palfrey distributed and led the discussion of the document prepared by the WVU Entrepreneurship Class: ‘Wharf District Mixed-Use Development: Library.’
- American Library Association (ALA) Legislative Day was to be included with the ALA Annual Conference in June. Bonnie Dwire is the Federal Relations Coordinator for the West Virginia Library Association. She carried on the May tradition and did an excellent job of organizing meetings with the legislators. Sarah Palfrey and Bonnie were able to speak with five different offices. The main topics of conversation were broadband and the census.
- The West Virginia Library Commission and consortiums of libraries met to discuss future technology within the statewide library network. Based on e-rate funding and other constraints, broadband speed will not be updated for 2-3 years. Future meetings will be quarterly. Sarah Palfrey will evaluate what portions of the Morgantown Public Library System’s broadband would be easiest to break off and potentially increase broadband speed.
- Gale Analytics has been set up. Sarah Palfrey will discuss the integrity of data input during the Northern Library Network (NorLN) meeting tomorrow. The records contained inconsistencies which required a lot of cleanup for the data could be uploaded into the Gale Analytics program.
- Sarah Palfrey distributed April 2019 statistics.
 - Hoopla Digital usage is staying consistent. Stand alone libraries such as Marion County Public Library and Bridgeport Public Library are considering fees for cards issued to those people outside their service area.

- Tumble Books usage has doubled in the last month. A user has found the database and made great use of it.
- Sanborn Maps has had no usage in the last couple of months. Sarah Palfrey will start targeted promotion of the database.

UNFINISHED BUSINESS

- Proposed Lease – Arnettsville - Sarah Palfrey will be using Gale Analytics to gather statistics to further discuss and evaluate.
- Clinton District Public Library - Repairs were discussed.

Note: The Board of Trustees decided to consolidate 'Proposed Lease – Arnettsville' and 'Clinton District Public Library' and name them 'Branch Updates.' BRANCH UPDATES will be a separate agenda item between REPORT OF THE LIBRARY and UNFINISHED BUSINESS.

- Sick Leave Reimbursement – There was no additional information on Short-term Disability. Breakout categories will be included for discussion at the next Board of Trustees meeting/.
- Levy Awareness was discussed. More volunteers are showing interest and stepping up.

NEW BUSINESS

- Proposed Budget was distributed and discussed. The Star City column is merged into the Morgantown column. The Monongalia County Commission levy line is increased some, but still has room for growth. Affiliate Service is increased because of added affiliate counties – Lewis and Taylor. Corrections will be made per discussion. The FY 2019 and the updated proposed FY 2020 budgets will be distributed via email. **Judy Panagakos moved to vote by email for the 2020 budget document and will include the last year's totals for comparison. Sue Carpenter seconded the motion and the motion passed.**
- Election of Officers – Janet Paine is not seeking reappointment to the Morgantown Public Library Board of Trustees. She will be returning to the Board of the Friends of the Morgantown Public Library and would like to serve as a bridge between the two boards for the benefit of the upcoming levy vote. Sarah Palfrey thanked Janet Paine for her service and looks forward to working with Janet and the Friends of the Morgantown Public Library.

Because of Janet Paine leaving the board, the signature cards for United Bank will need changed. Judy Panagakos is willing to become a check signatory. **Sue Carpenter moved that Janet Paine be removed as signatory on these checking accounts and Judy Panagakos be added, effective June 30, 2019. Motion passed unanimously.**

The following slate of officers was discussed:

President	Sue Carpenter
Vice-President	Penny Pugh
Treasurer	Judy Panagakos
Secretary	Linda Durfee
Member at Large	T.B.D.

Penny Pugh moved that the slate of officers be accepted. Judy Panagakos seconded the motion. The motion passed unanimously.

BOARD COMMENTS

Judy Panagakos – Judy volunteers with the Appalachian Prison Book Project in the Aull Center. She mentioned a problem with soot in the fireplace. She has asked Darrin Baker to take care of it. Judy has been involved a month or so. The Project has more donations that they can easily house. Judy and Janet Paine will work together to establish an outlet for the excess donations.

ADJOURNMENT – The meeting adjourned at 11:02 am.

NEXT MEETING - June 20, 2019 at 9:00am at the Morgantown Public Library.