

Present:

Sue Carpenter  
Linda Durfee  
Meredith Hartery  
Amy Loomis  
Alexandria Svolos

Absent:

Also Present:

Sarah Palfrey  
Kelly Funkhouser  
James Spears, V  
Darrin Baker

Others Present:

Call to order

The regular meeting of the Board of Trustees of the Morgantown Public Library convened via Zoom Video Conferencing on March 3, 2023. The meeting convened at 9:04 am, Sue Carpenter, President presiding, Kelly Funkhouser, secretary.

Approval of the Minutes

- February 2, 2023 - The minutes were approved as corrected. **Linda Durfee moved. The motion passed unanimously.**

PUBLIC FORUM – None

CORRESPONDENCE AND COMMUNICATIONS - None

REPORTS -

- President – Sue Carpenter and Sarah Palfrey received an email from Jayvonne Gummer with suggestions for things the library could be doing. After reviewing, we find that the library had already implemented these outlined suggestions.
- Director – See Director’s Report  
Additional information –
  - Sarah Palfrey gave a special mention of the Clay-Battelle Public Library Bookmark Contest. Kelly Statler was invited to a Mason Dixon Elementary School literacy evening. The full school read was The Mouse on the Motorcycle. The kids were given templates to design their own bookmarks. Some will be made into library bookmarks.
  - City Council member Danielle Trumble has helped regarding funding for Morgantown Public Library’s elevator replacement. ARPA funds of \$150,000 for full replacement of elevator is being discussed. The library would pay for the replacement and the City will reimburse the library up to amount City Council approves.
  - Director Aaron Johnson sends a thank you from Kingwood Public Library to Kelly Funkhouser for providing him with information to prepare a presentation for the Kingwood City Council. He was able to secure a promise for new funding to meet West Virginia Library Commission’s Grant-in-Aid requirements for the first time in a decade or more.
  - The Morgantown Public Library System is currently seeking quotes for a voice over IP system to replace the current telephone systems.
  - Sarah Palfrey is exploring a contract for a Security Guard for the Morgantown Public Library. The estimated cost is \$60,000 per annum. The number of patron incidents is on the rise again. The Friendship House closed March 1 and Women’s Shelter closing March 15. We did have a run of 20 days without incident and now have had four incidents in last 48 hours.

Additional information – (continued)

- Cheat Area Public Library location will be updating the library. Additional shelving will be purchased from start-up awards. Quotes for paint and new carpet for the entire building are being gathered. The grant from the Books for Babies Field of Interest Fund at YCF received by Cheat Area Public Library is toddler focused and will be used to enhance this project.
- Treasurer –
  - Financial Statements – The financial statements were reviewed. **Linda Durfee moved that the financial statements be filed for audit. The motion passed.**
  - Approval of Checks – **Amy Loomis moved to approve checks as presented. The motion passed.**

REPORTS OF COMMITTEES

- A. Investment Committee – None
- B. Facilities Committee – Sue Carpenter and Penny Pugh will meet next week

UNFINISHED BUSINESS

- Policy Review Schedule – A timeline was discussed in the Bylaws meeting. Sarah Palfrey is looking for contracted human resources services.
- Bylaws review, proposed amendments, and additions – Sue Carpenter, Linda Durfee, and Sarah Palfrey met. A revised Bylaws working document was shared and discussed. Comments and additional revisions will be made before a final document is presented.

NEW BUSINESS

- Elevator Replacement – After the earlier discussion under the director’s report, the board agreed to move forward with the RFP for elevator replacement.

BOARD COMMENTS –

Sue Carpenter - The PowerPoint presentation that Outreach and Marketing did was wonderful.  
Alexandria Svolos – began a discussion of term expirations.

EXECUTIVE SESSION – Personnel

**Linda Durfee moved to enter Executive Session at 10:15am. Amy Loomis moved the meeting returned to open session at 10:37am.** No action was taken.

ADJOURNMENT – Linda Durfee moved to adjourn. The motion carried unanimously. The meeting adjourned at 10:38am.

NEXT MEETING – April 6, 2023 9am