

**Shelby County Public Library
Board Meeting Minutes
March 9, 2023**

The Library Board of Trustees Meeting of the Shelby County Public Library was called to order at 6:36 pm by Gayle Wiley.

Present

- Brian Brammer, Treasurer
- Bambi Garrison, Vice President
- Justin Stenger, Member
- Debra Tracy, Secretary
- Gayle Wiley, President

Others Present

- Brandy Graves, Library Staff
- Janet Wallace, Library Director
- Hannah Gunnell, The Shelbyville News

Not Present

- Janet Compton, Assistant Treasurer
- Danielle DeWitt, Member

February Minutes Approval

Motion – Bambi Garrison
2nd – Justin Stenger
All Approved

Treasurer’s Report Approval

Motion – Debra Tracy
2nd – Bambi Garrison
All Approved

Register of Claims Approval

Motion – Debra Tracy
2nd – Justin Stenger
All Approved

Public Comments

None

Librarian’s Report & Correspondence

- A. We were recognized as a nominee for the 2023 Non-Profit Champion by the Chamber of Commerce.

- B. Tickets go on sale for the Library Toasts the Arts on March 20.
- C. Tammi Dobbins – sent a note thanking us for allowing her to be part of our renovation and taking the time to show her around when she visited.
- D. A lady sent a thank you for allowing her to do a memorial.
- E. Gayle read Janet’s resignation letter, effective December 24, 2023.
 - a. Motion to accept resignation
Motion: Brian Brammer
2nd: Debra Tracy
All Approve

Old Business

- A. Bambi mentioned that Tri Kappa is going to be donating hygiene products.

Policy Reviews

- A. None

New Business

- A. Closing early on April 28th for Library Toasts the Arts – 3 pm
 - a. Event is at 6:30
Motion: Bambi Garrison
2nd: Brian Brammer
All Approve
- B. Add hours to Morristown Branch – Tuesday & Thursday
 - a. Currently the times are Tuesday 12-8 and Thursday 10-6. They want to make both days 10-8.
Motion: Debra Tracy
2nd: Brian Brammer
All Approve
- C. Add Federal/State Holiday – Juneteenth (19th)
 - a. Will be another bankable holiday, making a total of four bankable holidays
Motion: Brian Brammer
2nd: Justin Stenger
All Approve
- D. Change hours back to 9am – 9pm, 9am – 7pm, and 9am – 5pm in Carnegie East
 - a. Brian motioned to match the CEW hours to main branch.
Motion: Brian Brammer
2nd: Debra Tracy
All Approve

E. Employee Handbook

- a. First reading tonight. Revisit next month for approval.

F. We have two computers that need replaced. Business office and in youth services for a total of \$3,338.24.

Motion: Brian Brammer

2nd: Debra Tracy

All approve

G. Contract ends in July for TimeIt. It hasn't been updated since it passed ownership. Looking to go to Cassie for computer management software. \$1,592 set up cost. License per year is \$199, which is cheaper than what we pay for TimeIt.

Motion: Bambi Garrison

2nd: Brian Brammer

All Approve

Meeting Adjourned

Meeting Adjourned: 7:27 pm

Next Meeting

April 6, 2023 @ 6:30 pm

Minutes Approved

Secretary

Date