

## September 16, 2025 Board of Trustee Meeting

✓ Barbara Bolton x Todd Bruce ✓ Lenda Carrillo ✓ Peter Doehring x Barbara Forney ✓ Dan Gannon ✓ Rob Gallagher ✓ Vicki Gehrt ✓ Kari Jarmuz ✓ Mandy Lake ✓ Will Marjarian x Pattie M Morgan Miller ✓ Barbara Necarsulmer x Lee Sausen ✓ Sharon Smith x Corrine Sweeney x Tony Talbert ✓ Collis Townsend ✓ Chris Wilkins

*15 present (19 Trustees)-Quorum achieved*

Guests: Chris Manna

<b>Agenda items</b>
<b>CALL TO ORDER/PUBLIC COMMENTS</b>
Collis opened the meeting at 5:01 p.m.
<b>APPROVAL OF AUGUST 2025 BOARD MINUTES</b>
Collis asked for a motion to approve the August minutes. Barbara B. made the motion which was seconded by Corinne Sweeney. All in favor.
<b>DIRECTOR'S REPORT</b>
Highlights of the report: <ul style="list-style-type: none"> <li>• EITC events need people. Please invite attendees and go yourself.</li> <li>• Door count and program attendance are up 15%. Volunteer hours are up 400% compared to last year</li> <li>• CCLS still has no internet due to the ransomware attack and we are locked out of all connected systems. Many other libraries have closed but we are staying open.</li> </ul>
<b>PRESIDENT'S REPORT</b>
Report provided <ul style="list-style-type: none"> <li>• The plan we submitted detailing how we will meet our 12% materials purchase obligation was rejected. Although we are making great progress toward this.</li> <li>• Welcome to newest Board member Chris Wilkins who was appointed by Newlin Township</li> </ul>
<b>COMMITTEE REPORTS</b>
<b>Building Committee:</b> (Will Marjarian) Working with volunteer John Bonnacassa is working for now, but we need to discuss if this is the best long term solution.
<b>Development Committee:</b> (Dan) A big thank you to Chris and the team for staying open.

**Agenda items**

EITC is a priority fundraising approach. Please promote and attend.

**Personnel Committee:** (Vicki Gehrt) about to begin work on job descriptions and other policies.

**Program Committee** (Peter)

Considering options for tracking software. CCLS uses Springshare, which has limitations and any customization has to go through CCLS. The ability to do satisfaction surveys is needed going forward.

**Strategic Planning** (Mandy)

- Reviewed the plan draft in its current form.
- Some initiatives need fleshing out.
- Please read and submit comments/ suggestions to Mandy by October 4.

**Friends of the Library** (Barbara Bolton)-

- Looking at ways to improve shop and dine.
- Other ways to contribute to the library.

**DISCUSSION TOPIC –**

- **Board Roles and Responsibilities** (Vicki Cehrt)  
A discussion of our collective and individual responsibilities. Vicki will transcribe feedback and send to board. Please review as we will continue this discussion at the next meeting.

**ADJOURNMENT**

Barbara B made a motion to adjourn the meeting at 6:31 p.m. which was seconded by Will. All in favor. Next meeting Tuesday, October 21 at 5pm.

Respectfully submitted,  
Barbara Necarsulmer, Secretary