

Call to Order: Meeting began at 7:00 pm. President Elect Joyce Shelenberger led the meeting in absence of President Casey Musselman.

Minutes: The minutes from the last meeting were approved with the change of President Elect (Musselman) to President.

Treasurer's Report:

- Some of the account names have been changed and will appear in next month's budget.
- There are two CDs maturing in April and May. They are being kept aside to pay for furniture.

Audit of Accounts:

- Audits are typically done annually but there was no audit in 2019.
- Aiming for this year's audit to be finished and ready to present to the Board by April.
- Outside volunteer accountants Jim Printy and Nick McNeal will be contacted to perform audit. Someone from the Board needs to be present during the audit. Gail Dunn has volunteered to be the representative.

Director's Report:

- The library has undergone a major fire alarm replacement and they are now waiting for the inspector to pass the alarms.
- Fine elimination update: City finance is currently trying to push it through the council.
- The library is supporting the 2020 Census and is actively involved with making people aware of the importance of responding to the census. Information will be arriving in people's mailboxes in March. The census is important to the library because it gives them information about their patrons that will better serve them.
- Circulation is down approximately 2% which is in line with other libraries.
- Furniture replacement: It was suggested that furniture should be purchased over the Memorial Day holiday to get a better price. Joyce Shelenberger has volunteered to accompany Sarah to Lowe's to see what kind of deal can be made. It will be paid for by invoice for a check on delivery.
- Library Advisory Board: Consists of 6 members. Currently there are two vacancies including the board chairman whose term is up. A third member

will also be leaving soon. The members are replaced by City Council. They are voluntary positions and potential members must apply for the position and meet with City Council.

- The Foundation: This group began around the time of the renovation. They handle capital projects and they exist to handle the library's big needs. They meet once a year.

Possible Reduction in Children's Book Sale express items:

- It was suggested that this topic be tabled until JoAnn Tigert is present.
- Someone did suggest that maybe some of the books could be grouped together and sold as a set for 50 cents.
- Another suggestion was using a company like Wonder Book that buys all books. They will also come to your location if you have 1,000 or more books to sell.

Newsletter:

- This topic was tabled until President Casey Musselman is present.
- There was a discussion on whether there should the newsletter be thematic and the general opinion was no because the lead article is what sets the tone of the newsletter and hooks the reader. In addition, the overall theme really is the library itself.

Should we actively seek donations:

- We have given members opportunities in the past such as Adopt a Chair to get the chairs recovered.

Incentives used to increase re-enrollment:

- Need to have things other than book sales to remind people although stickers and brochures could be put in books as they sell.
- Give them the option of renewing two years at a time.
- Possibly sell stickers at next book sale or lanyards with the library logo.
- Begin distributing brochures throughout the community. Sarah suggested using a Google shared spreadsheet, like what the Talking Books center uses, in order to keep tabs on what locations people are leaving brochures and when. That way we won't flood some locations with brochures.
- Question was raised about what you really get with your membership. It's not necessarily enough to tell people it's not for personal reward, it's how they're helping the library.

- Gail Hanger has volunteered to create a list of tangible incentives.

Other business:

- Joyce Shelenberger has been working with *The News Leader* to advertise A Little Lunch Music and they started carrying the ad the end of February.

Meeting was adjourned at 7:50 pm.