

**Eager Free Public Library  
Board of Trustees Meeting  
Meeting Minutes from November 26, 2019**

**1. Call to Order**

President Eloise Eager called the meeting to order at 5:30 p.m. Trustees present: Eager, Susan Kruser, Gwen Clendenning, Wally Shannon, Sharon Cybart, Mandi Firgens, Vicki Lecy-Luebke  
Also present: Library Director Megan Kloeckner, FEH Design Gregg Baum, FEH intern Miranda Seals

**2. Additions to Agenda**

None

**3. Approval of October Meeting Minutes**

Shannon moved to approve the October 29 meeting minutes; Kruser seconded the motion. Motion carried.

**4. Public Comment**

None

**5. FEH Design—Gregg Baum**

The safety of the stairs was the topic of discussion. Baum reported the stairs were code compliant, even though the last step is slightly ¼ inch taller than the rest. Vogel Bros. are fixing the hand rails to help increase safety and Baum suggested raising the flooring 1/8 inch as well. It was suggested that a log be kept of any incidents that may occur.

**6. November Bills**

Shannon moved to approve the bills as presented; Firgens seconded the motion. Roll call: Ayes—Eager, Kruser, Clendenning, Shannon, Cybart, Firgens, Lecy-Luebke. Motion carried.

**7. Librarian's Report**

Kloeckner distributed "November Report" which documented circulation and programming statistics, technology, budget expenditures, and fax income. Circulation figures indicate a 9.34% increase in "Items Out," and a 30.76% in items lent to SHARE libraries. Programming statistics indicate 2,165 children, young adults, and adults attended programs this year, excluding numbers from Wednesday and Friday morning programs. Computer usage increased 12.55% from September to October 2019. Kloeckner's report on the budget indicated 80.98% spent through October (83.33% of the year). Fax income also increased slightly from the previous month.

## **8. Treasurer's Report**

Clendenning gave an update on monetary accounts. She also reported the Teen Advisory Board's bake sale resulted in \$265, of which half was donated to AWARE. Clendenning also reported she is sending the City monthly statements.

## **9. ALS Board Report**

No new information reported.

## **10. Old Business**

### **a. Expansion**

Eager plans to have pictures hung by Christmas. The donor signs are being completed. Floor tiles for entryway have been ordered.

### **b. Strategic Plan**

EFPL will be working on the plan similar to Arrowhead.

### **c. History Room Supplies**

Historian Ruth Ann Montgomery listed materials needed to finish setting up the History Room. Cybart moved to approve the cost of History Room archival materials, plus shipping, up to \$1,000. Lecy-Luebke seconded the motion. Roll call: Ayes—Eager, Kruser, Shannon, Firgens, Clendenning, Cybart, Lecy-Luebke. Motion carried.

### **d. 2020 Budget**

Kloeckner included a copy of the City of Evansville "Budget Worksheet 2020" in her packet distribution to Board.

## **11. New Business**

Due to Christmas holiday, the next Board meeting will have to be rescheduled. Kloeckner will send out a poll for Board members to reply to.

## **12. Adjourn**

Kruser moved to adjourn the meeting; Clendenning seconded the motion. Meeting adjourned at 6:30 p.m.

*Next meeting: December 19, 2019*

*Minutes by: Trustee Lecy-Luebke*

**Note: Minutes of the Library Board of Trustees are not official until approved by the Library Board of Trustees at a meeting called and noticed for that purpose.**