

MINUTES OF
THE BOARD OF DIRECTORS
OF
THE SOUTH CHARLESTON PUBLIC LIBRARY
October 30, 2017

On October 30, 2017, Library Director Todd Duncan called the regular Board of Directors meeting to order at 5:30 pm in the West Virginia Room. Board members Joyce French, and Donna Estep were present. City Council Liaison and Ex-Officio members Bob Lilly and Jamie Sibold were present. Board President Mark Lambert was absent. Board members Paula Potter and Mellow Lee were also absent. Youth Services Librarian Denise Norris was present.

Public Comments

None

Minutes

The minutes for the September board meeting passed on a Lilly/Sibold motion.

Treasurer's Report

The September Financials and Levy report passed on an Estep/Sibold motion.

Librarian's Report

Director Duncan submitted a written report. The Director's report will be filed along with the minutes.

Old Business

Building Improvements

Board suggested putting the tile project out to bid. The City Manager also recommended this. Director Duncan is working on bid documents.

Hours of Operation

New operating hours for 2018 passed on a French/Sibold motion. The library will now be open M, T, TH from 10-9. W, F from 10-6. Saturday hours were not changed.

Tech Position

Director Duncan presented the job description for the Tech Position. The board suggested tabling until Board President Lambert attended.

New Business

Holidays

Director Duncan wanted to revise the Holiday schedule to include Veterans Day. The board suggested tabling it and any other changes until Board President Lambert attended.

Holiday Party

Director Duncan requested that the next Holiday Party be Dec. 13 at 6:30.

Adjournment

Director Duncan called the meeting to adjournment at 6:30 pm.

Respectfully Submitted

Todd Duncan, Library Director