

Wednesday, February 8, 2023

The Sullivan County Public Library Board of Trustees held a regular meeting at the Sullivan County Public Library Annex at 4:00pm. The meeting called to order at 4:00pm. Susan made a motion to begin the meeting. Sarah seconded and motion passed.

**Library Board:** Terri Roberts, President; Aaron Greve, Vice President; Katie Couch, Secretary; Jo Linda Lyttle, Secretary; Susan Brooks; Chris Gentry; Sarah Hannon

**Library Staff:** Jordan Orwig, Director; Tammy Secrest, Accounting Manager

**Public:** Jesse Kasinger, Shelburn Town Council

### **I. Approving and Signing the January Minutes**

Aaron made a motion to approve the January minutes. Chris seconded and motion passed.

### **II. Approving and Signing the January Claim Sheet**

Katie made a motion to approve the claim sheet. Sarah seconded and motion passed.

### **III. Public Input Period**

Jesse Kasinger attended to represent Shelburn town council. He thanked the board for touring the available properties. He would like to know if a decision has been made concerning the Shelburn branch. Jordan discussed the Shelburn options. Terri clarified some questions she had on different properties. The town council will be putting out bids on the available properties for work to be done in the town later this spring.

### **IV. Old Business**

#### **a. Friends**

An unused patron computer was sold to someone who wrote a check to the Friends for it.

#### **b. Year-End Salary Resolution**

Susan made a motion to approve the document. Sarah seconded and motion passed.

#### **c. Hafer Architects**

Jordan reached out to them, and they are just looking for direction about which properties the board would like for them to analyze. Jordan gave his opinion that Hafer would likely be his choice moving forward. There was a discussion about which locations to have them concentrate on.

## **V. New Business**

### **a. National Genealogical Society Conference 2023**

Donna Adams plans on attending. She has submitted a proposal of costs. It would be approximately \$2000. Susan made a motion to approve. Jo Linda seconded and motion passed.

### **b. Light Quotes**

Many of the fixtures in the main library have been going out, and it is currently being considered to replace the rest at a cost of about \$4000. Chris wondered if Duke energy still replaces lights with LED fixtures. Susan said to approve if Duke is not an option. Aaron seconded and motion passed.

### **c. Technology Disaster Plan**

Jordan sent out a draft of a proposal for a Technology Disaster Plan. Chris made a motion to approve the plan. Sarah seconded and motion passed.

### **d. Resolution to Cancel Outstanding Warrants**

The library has five items that need to be canceled totaling about \$200 as they were written out over two years ago. Susan made a motion to approve the resolution. Sarah seconded and motion passed.

### **e. Non-Resident Fee**

Expenditures per capita are calculated at \$64.45 for someone outside of Sullivan County to purchase a card. Susan made a motion to approve the fee. Jo Linda seconded and motion passed.

### **f. Miscellaneous**

Jordan asked for an update from Veregy power company. Things there have changed and they don't think solar is a good option for us anymore. Jordan asked for further clarification and hasn't heard from them since.

Innovative wants to do a presentation about products that they have available for library management. They would be willing to showcase these items via Zoom if any board members would be interested in learning more. The date is set for Wednesday, March 23 at 11:00am.

## **VI. Adjournment**

Sarah made a motion to adjourn at 5:06pm. Susan seconded and motion passed.

NEXT MEETING: March 8, 2023

cc: Katie Springer, Attorney at Law

Board Members

March 8, 2023

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Terri Roberts, President

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Susan Brooks, Board Member

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Aaron Greve, Vice-President

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Chris Gentry, Board Member

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Jo Linda Lytle, Treasurer

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Sarah Hannon, Board Member

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Katie Couch, Secretary