

**MINUTES
EUSTIS MEMORIAL LIBRARY**

October 27, 2009

BOARD MEMBERS PRESENT: Clayton Bishop, President
Gwendolyn Manning, Vice-President
Glenda Pippin, Secretary
Carla Mitchell
Rena Poole

BOARD MEMBERS ABSENT:

OTHERS PRESENT: Jennifer Coddling, Technical Services Librarian

President Clayton Bishop called the meeting to order at 4:02PM. Minutes for the September 22, 2009 meeting were presented and approved as reviewed.

Jennifer Coddling, Technical Services Librarian, attended the meeting in place of Marlene Blye, Library Director, who is on leave.

LIBRARIAN'S REPORT

STATISTICAL REPORT: September Statistical Report was mailed to the Board for their review. President Bishop asked the Board for any related questions or comments. There were none.

President Bishop asked Ms. Coddling if she had heard of any changes to the library's annual budget. She reported that she had not been made aware of major changes and would have, had there been changes.

With there being no further questions for Jennifer Coddling, the September Library Statistical Report was approved as presented.

OLD BUSINESS

In response to the Board's inquiry, Ms. Coddling briefed them on Ms. Blye's expected return. Ms. Mitchell asked Ms. Coddling about the possibility of having a small cake at the Board's next meeting on November 24, 2009 to welcome back Ms. Blye and she said that would be done.

Ms. Coddling reported that the three EML sponsored VaxCare Flu Clinics had served a total of 232 people, including 38 people on October 1st and 60 people on October 22nd. Through the Lake County Health Dept, VaxCare may be conducting another Flu Clinic in November, per Ms. Blye's approval. In the interim, VaxCare will provide the library with a locations listing of their upcoming clinics for public information as the library is receiving many requests on where to obtain flu vaccinations.

NEW BUSINESS

Ms. Coddling circulated copies of the City's press release about the EML Bookstore's painting and remodeling. She stated that the staff has received very favorable comments from the public and volunteers about the changes. The only drawback had been the recent slowdown in donations, but since the press release donations have increased. Ms. Coddling also stated that the staff was responding to volunteer suggestions, including putting a large Thank You sign near the front door of the Bookstore and purchasing nametags for volunteers to wear while they are on duty.

Ms. Mitchell inquired about the possibility of staff wearing nametags. I said that would be decision for Ms. Blye. Ms. Coddling stated that as an employee a first name and/or place or employment seemed reasonable but that she would be concerned about a tag with her last name. The Board seemed in agreement. Ms. Mitchell stated that it would be helpful in being able to distinguish staff by a first name rather than a physical description.

OTHER CONCERNS

Ms. Mitchell moved to cancel the December 22, 2009 Board meeting as it is so close to the Christmas holiday. Gwendolyn Manning seconded; approved.

NEW BOARD MEETING

The next scheduled Board meeting will be November 24, 2009 at 4:00PM in the Library Conference Room

With no further business to discuss, the meeting was adjourned at 4:17PM.

Respectfully submitted,

Jennifer Coddling
Technical Services Supervisor

/jlc