The Lawrence Public Library Board of Trustees met for its regular monthly meeting. President Mike Neal called the meeting to order at 7:00 p.m. Board members present were: Mike Neal, Cyndi Hays-Morris, John White, Joan Brian, Julie Mieure, Janet Faro, and Deanna Ratts-Boyd. Library director Dianne Brumley was present. Board members absent: None

I. Recognition of Visitors
   A. Carol Hutchinson (library assistant), Steve Anderson (WAKO), Bill Richardson (Daily Record), and Dave Weger (accountant)

II. Approval of Minutes
   A. John motioned, Deanna seconded to accept the May minutes. Motion passed.

III. Financial Report
   A. Accountant’s Report
      1. We have taken in $83,000 more than we spent (not counting the $109,901.09 gift).
      2. We are under budget for the year
      3. For the building fund, we will end the fiscal year with approximately $15,000 to $16,000 excess.
   B. FICA/IMRF
      1. The payments will go up by about 58%
      2. In the future at the rate we are going, we will not have enough to pay everyone, so that is why it will go up.
      3. Currently there is approximately a $17,000 buffer in the fund
   C. Claims
      1. John motioned, Joan seconded, to accept/pay June claims. Roll call motion passed.

IV. Director’s Report
   A. The Consignment agreement with Fine Estate Rugs was completed on 6/6/19. The Certificate of Insurance was provided and the board’s terms were agreed to by Mr. Churchman.
   B. Microfilm Digitization
      1. Mike contacted Roscoe Cunningham (Sumner Press) and he has no problem with being included in the process
      2. The historical society has 26 reels, the library owns 42 reels of weekly newspapers
      3. The Daily Record owner has not returned Dianne’s calls
         a. Update: during the meeting Bill was able to contact the owner/publisher of the and we now have permission to include the Daily Record
   4. $3510 would be the cost to add the Sumner Press to the project
5. $52,005 is the total cost (includes Daily Record and the historical weekly newspapers)
6. Oldest newspapers—a few from 1840's. For a continuous run, we go back to the 1870's with a bit of a gap in the 1890's.
7. John motioned we complete the entire digitization project at a cost of $52,005 (based on the quote which is good until November), and putting a tribute to Mr. Dick Poppe on the site. Julie seconded. Roll call motion passed.

C. Other activities/events:
1. Personnel committee met on June 4. Employee evaluations have been completed.
2. Dianne was a guest on Arvin Hawkins show at WAKO
3. Summer reading program started on June 6th with two shows with a total attendance of 241.
4. The author visit (Lisa-Ann Cox) is set for Monday, June 24th at 7 pm. Larry Curry from the historical society has met with Dianne on details.
5. Fiber optics: John has been working with Dianne and the tech people. The fiber optics are already in the ground, and to get on their system a sub-contractor brings it to your building, and that has been completed for the library. However, the sub-contractor who did this brought it into the library at a bad spot, because they didn't ask anyone at the library. Rob Tracey met John at the library today to try to solve the problem without having it redone. It could be anywhere from $2000-4000 more to get the line where it needs to be. He could get it done by July 1st. Jill Dare (our e-rate lady) is going to contact Frontier and explain why it is not satisfactory and find out what can be done.
   a. John motioned to have Tracey do the work required to get the fiber optics completely installed at a maximum of $4000 if necessary. Julie seconded. Roll call motion passed.

V. Unfinished Business—none
VI. New Business
A. Personnel committee met and submitted the following recommendations to the board for consideration
   1. A 3% cost of living raise to Carol, Harriet, Melissa, and Kathy
   2. Change Tracey Edgin’s title to Circulation Assistant to better reflect her duties, and raise her pay from $9.25 to $10 per hour
   3. A 3% cost of living raise to Dianne
   4. A new position of full-time Youth Program Director who would work 30 hours per week and would assist with Summer Reading Program, Youth Collection, website, social media, press releases, adult programming and other duties as assigned, at a salary of $25,000 plus a monthly insurance stipend of up to $500.
   5. Other personnel recommendations were submitted to the board for review.
6. John motioned to accept the above recommendations, Janet seconded. Roll call motion passed.

VII. Truth In-Taxation Compliance—not required
VIII. Other Business—none
IX. Executive Session—not required

Submitted by:

Cynthia Hays-Morris, Secretary