Call to order:
Grayson Day called the meeting to order at 6:04 pm

Minutes from July 13, 2022
Motion to approve minutes Lauren Smith, seconded by Leatha Massey.

Financial Report:
Given by Clint Moxley. We are waiting for financial reports from Outsource, we should have them by the end of the month. What we have here is what our office has with our software for the month of December and year to date. December does show that we went over by $1,100 from normal operating expenses and supplies. Mellissa commented that due to the light program and all the donations received for that program were in November, it is likely that some or most of that amount is due to that program and the donations being logged in the prior month. Clint continued with pointing out that the region software does not have the commentary added to the reports, so we’ll know for sure when we receive the final reports from Outsource. Other than that, everything looks good.

Director’s Report:
A lot of attention is going to the situation in Woodbine and trying to generate the support for them. Will be attending the County Commissioner meeting on Tuesday. Since there has been some change over, trying to see what their views are and what may lay ahead for Woodbine.

David has received some IT equipment form the state and is in the process of setting up everything at each of the libraries. He has been talking with Mellissa about the Book Buddies program and setting up some laptops for use in that program.
Manager Report:
We had our lights program in December and saw decent numbers for it. Trying to battle the voters on opening night was not fun and probably hindered our attendance for that night. We received great feedback and have become a tradition for some of our families.

We continued outreach efforts and had requests for appearances at a lot of local events. Our characters and costumes have become quite popular in the community and the demand for partnerships have increased.

Our programs in December kept our attendance stats up and you can see the growth when comparing that month back before COVID. We have had dedicated families who love to attend the programs we have been providing.

We are working on summer and the haunted library. We plan to have donation letters for summer out by the end of the month, our summer calendar finished by mid-March, and an outline for both the kid haunted house and our scary haunted house by the end of March. The goal is to have everything finalized and drawn out for the haunted library before we go into summer so we aren’t doing a mad-dash after our busy season is over.

For summer we do plan to be the characters instead of paying $500 for a performer. Dana and I will be clowns for instance, while Rachael is an MC, and we’ll have a fun circus program. Utilizing our summer budget this way, should enable us to offer more prizes and supplies to make our events more immersive and interactive.

Old Business:
Clint went over our Constitution and Bylaws. Explaining that there is a copy of the old version as it stands, a new write up that has highlighted areas of where changes were made, then a final copy with page numbers with said changes added. He asked that everyone take the 3 copies with them and look over how it stands today and the changes proposed. We will discuss all of it at the next meeting in April and vote on it at that time.

There were two versions of the budget presented. One changing taking two part-time positions and combining them into one full-time position, while giving all staff a raise. The second one being changing one part-time to a full-time position, leaving two part-time positions, and giving all staff a raise. Ms. Smith asked why not just shoot for the moon. Clint and Mellissa advised that
as far as they know, you can only propose one budget and if they don’t approve that one, it is likely it will be the same as we received last year. At this time Mellissa plans to propose the budget that leaves just one part-time as its increase is less. Mellissa advised that she does have an email out to the Chief Financial Officer at the county to see if we can have a quick meeting ahead of the actual department budget meetings to ask some questions. Clint stated that last year they had both Woodbine and Camden at the same time to discuss their proposals.

New Business:
Lauren Smith was nominated and made Vice-Chair.

Mellissa presented three quotes for a new bookdrop. The bookdrop was not in the budget for this year, but the previous one was damaged and the library has too many returns to only have one small one available. Clint asked that we make a motion to have a cap on what Mellissa can purchase without a prior-approval. It will keep the board from being bogged down with emails or meeting requests. Lauren Smith said that such a thing would protect Mellissa and the board moving forward, she proposed $1,000. Leatha Massey motioned for the cap to $1,500, Lauren Smith seconded. Board then approved purchase of a new bookdrop.

Mellissa advised that she will be out of town for the original scheduled date for April’s meeting and asked if April 19th will be acceptable. All said yes.

Next Meeting:
April 19th at 6:00pm

Meeting Adjourned:
Leatha Massey motioned to adjourn, Lauren Smith seconded the motion. Motion carried 6:40 pm.