

**Marion County Library Board
Meeting Minutes—December 29, 2025, 5:00pm**

Call to Order

The chair called the meeting to order at 5pm.

All present. (Marcus Flippin, TC Burnett, Danielle Justus, Paul Hudson, Dave Dacus)

Approval of Minutes

October 21, 2025

Motion to include where it says the court ordered to transfer funds from state aid 3009 to state aid 4004 was for the purchase of a fireproof filing cabinet. Also 3554 is not our line item, but rather our fund. Also under library card and circulation policy, it should be listed as a motion.

By: Danielle Justus and TC Burnett (as corrected); Second: Dave Dacus.

Motion passed.

December 29, 2025

Motion to amend the agenda to include discussion about one of the old laptops.

By: Danielle Justus; Second: Dave Dacus.

Motion passed.

Motion to discuss changing the January board meeting date.

By: TC Burnett

Motion delayed till end of meeting

Public Comment

Reports

Friends of the Library Report

Head Librarian/Staff Report

Anita Wilkes reporting...

Both of the loom knitting events and the book clubs were well attended.

Sumner 1 printer is having problems.

HVAC in attic needs 3 foot clearance to be up to code. The work should be bid out.

There is demand for a microscope to be available for loan with 3-5 slides provided.

EIN number is tied to MC Library in general, not a particular board member.

Paperwork on the e-rate should have a staff member's contact info. TC will help Anita with this.

Anita, Paul and TC are on the committee to address internet policy and draft a revision by Jan 22nd.

Vice Chair Suggestion Box Report

FILED FOR RECORD
at 8 o'clock A M

FEB 10 2026

DAWN MOFFET
Marion County Clerk
D.C.

There were three items in the suggestion box this month:

1. Second floor addition
2. Have staff write a brief report for board instead of being present for board meeting.
3. Hire cleaning service. Dave and Danielle are tasked with addressing this.
4. Movie night. But licensing to show movie to the public is expensive.

Treasurer's Report

Motion to take all of our CDs at First Service and Anstaff and put them in First Service since that's the best rates and stagger them between the 6 month, 13 month and 24 month.

By: Danielle Justus

Died for lack of a second

Motion to renew 3 of our 5 CDs without moving any to a different bank.

By: Danielle Justus, second by TC Burnett

Roll call vote:

Danielle, yes.

Dave, no.

TC, yes.

Paul, yes.

Marcus, yes.

The Burnett family trust gave MC Library \$2,000 upon the passing of Betty Burnett.

Motion to put the donation in our money market (in case needed for repairs).

By: Paul Hudson, second by Danielle Justus.

Motion passed.

Old Business

Yelcot provided 365 earlier than an IT contract. It's unclear if Yelcot is already providing firewall and antivirus software that's SIPA compliant.

Motion to accept the Yelcot IT service bid.

By: Danielle Justus, second by Paul Hudson

Motion passed.

Public computers and use of the Internet policy. We wanted to set a date by which we'll have that ready for review by the 22nd when the E-rate application period opens officially.

We agreed to change January board meeting to the 12th because TC will be out of town, and to have the document ready to be reviewed in a week.

The committee tasked with reviewing the public computers and use of the internet policy will review the patron responsibilities and conduct policy in February.

New Business

We need to hire a head librarian.

Motion to hire Anita Wilkes as head librarian.

By Danielle Justus. No second.

We discuss difficulties of raising the pay to draw in more applicants, our ability to hire more staff or an interim head librarian, the need to reward our current staff for being overburdened. Paul said he could look into what other county department heads earn and see about presenting to the quorum court.

We discuss being prepared with our budget regarding personnel, bearing in mind that Kasi only worked 3 months last year and that we're saving money by not currently paying wages to a head librarian. Using the 2025 budget for personnel will close Feb 6th and quorum court would have to approve using carried over money for personnel.

Motion to allow Danielle to use one our old laptops at her home for purposed only of treasurer duties.

By TC Burnett, second by Marcus Flippin.

Motion carried.

Motion to allow staff to purchase program supplies spending up to \$300, to be purchased by February 6th, from the line item for program supplies.

By TC Burnett, second by Paul Hudson.

Questions: Paul argues for greater independence of staff to make this type of decision. Marcus points out that we don't have a head librarian at present that can authorize such things.

Motion carried.

There are general maintenance needs. Paul, Marcus and Dave plan to meet at the library to investigate.

Motion to spend up to \$150 on a microscope and \$100 on slides with each patron allowed up to 5 slides at no cost and the opportunity to buy more from FOMCL.

By Paul Hudson, by TC Burnett

Motion carried.

Next board meeting the board will hold board officer elections.

Paul Hudson desires to have bi-monthly or quarterly board meetings. Marcus and TC think for the time being we need to meet more frequently as we have been.

Adjournment

Motion to adjourn.

By Marcus Flippin, second by TC Burnett.

Motion carried.

Meeting adjourned at 6:33pm.