

Lillie M. Evans Library District  
Meeting of the Board of Trustees  
January 18<sup>th</sup>, 2018 at 6:00 p.m.

The Lillie M. Evans Library Board was called to order at 6:02 p.m. on Thursday, January 18<sup>th</sup>, 2018. Director Beth Duttlinger, Teresa Bouton, Diane Smith, Joanne Cox, Gayle Johnson-Brackett, and Deb Givens were present. Ellen Cluskey and Gary Kratzer were absent.

**Comments or questions to the Board** – none.

**Minutes** – The minutes from the December 14, 2017 meeting were read. Teresa Bouton made a motion, seconded by Joanne Cox. All ayes, motion carried.

**Correspondence and Communication**

1. Thank you from the staff and director – All thanked the board for the catered meal and their Christmas gifts.
2. Legislative Meet-up on January 29<sup>th</sup> - Legislators are meeting throughout the State. There will be one meeting in Bloomington and the other in Galesburg for our District.

**Committee Reports**

- A. Finance – none
- B. House and Grounds
  1. Construction update – a duct alarm was replaced due to electrical short in furnace. We still need to have fire alarm training, plumbing training, and the plumbing issue need to be addressed before the building remodel will be completed.
- C. Policy
  1. Personnel Policy – tabled
  2. Disposal of Surplus Library Materials – Reviewed – no changes
  3. Confidentiality of Records – Reviewed – no changes

**Financial Report** – Approval of December expenditures – Diane Smith made a motion, seconded by Deb Givens to approve the December expenditures. Roll call: Teresa Bouton, aye, Diane Smith, aye, Joanne Cox, aye, Gayle Johnson-Brackett, aye, and Deb Givens, aye. All ayes, motion carried.

**Directors Report** – on file at the library.

**Friends of the Library Report** – A book binder machine was purchased for the Library by the Friends. The staff is loving it.

**Unfinished Business**

- A. Bike the Trail Library to Library – Local libraries are cooperating to educate Rock Island Trail users about the resources our libraries have to offer and to start a bike lending program. The Logo is finished. Each library will also have an outside repair station and offer repair clinics. The plan is to recruit students to help with this program. There is an informational poster available about the program. There will also be a website and they may be able to develop an app.
- B. Illinois Bicentennial – The Heritage Museum is working with the Library to have some programs together for this event in the fall.

- C. Long Range Planning – The plan is to have the focus groups in March and have the survey ready to go in April.

**New Business**

- A. Joint Board Meeting on January 18<sup>th</sup>, 2018 at 7:00 p.m. at the school
- B. Trustee Facts File – Chapter 6 – was reviewed.

**Comments to Guide Future Agendas – none**

**Adjournment** – Diane Smith made a motion, seconded by Teresa Bouton, to adjourn the meeting at 6:45 p.m. All ayes, motion carried.

Our next board meeting will be on February 8<sup>th</sup>, 2018 at 7:00 p.m. at the library.

Respectfully submitted,

Deb Givens, Secretary