

Lillie M. Evans Library District
Meeting of the Board of Trustees
January 19, 2017 at 6:00 p.m.

The Lillie M. Evans Library Board was called to order at 6:03 p.m. on Thursday, January 19th, 2017 by President Gayle Johnson-Brackett. Director Beth Duttlinger, Ellen Cluskey, Gayle Johnson-Brackett, Joanne Cox, Gary Kratzer, Diane Smith, and Deb Givens were present. Mary Lou Hott was absent.

Comments or questions to the Board – none.

Minutes

- A. The minutes from the December 8, 2016 meeting were read. Joanne Cox made a motion to accept the minutes, seconded by Ellen Cluskey. All ayes, motion carried.

Correspondence and Communication

1. Thank you from staff & director. The staff thanked the Board for the Christmas dinner at Bernardi's and for the one day off with pay. Beth thanked the Board for the gift card.
2. WebJunction webinar "Toward Tech Savvy Trustees" January 26th at 2:00 p.m. Beth is going to email the link to us.
3. Directors University planning committee – State wide library institute. Beth would like to be a committee member. She would be gone for a meeting in February plus June 5 – 8 in Springfield. We all agreed she should go.

Committee Reports

- A. Finance – none
- B. House & Grounds
 1. Construction update – in director's report. Also, the contractors didn't seem to understand the importance of "buy local" for our project. They do now.
- C. Policy
 1. Collection Management Policy – Joanne Cox made a motion, seconded by Diane Smith to accept the updated policy. All ayes, motion carried.
 2. Sexual Harassment Policy – Gary Kratzer made a motion, seconded by Ellen Cluskey to accept the updated sexual harassment policy.
- D. Personnel
 1. Staff Biggest Loser – Next year, the staff biggest loser will transition into more of a health and wellness initiative. This would encourage participation, help adapt healthy eating habits and exercise, and minimize the competition aspect.

Financial Report

- A. Approval of December expenditures – Diane Smith made a motion, seconded by Ellen Cluskey, to approve the December expenditures. Roll Call: Ellen Cluskey, aye, Joanne Cox, aye, Gayle Johnson-Brackett, aye, Gary Kratzer, aye, Diane Smith, aye, and Deb Givens, aye. All ayes, motion carried.

Directors Report – on file at the library.

Friends of the Library Report – There will be a meeting on February 7th at 1:00 to discuss the wish list from the book sale. The friends will be sponsoring two fundraisers this spring: a class from Your Kiln me and a glass painting class.

Unfinished Business

- A. Review of minutes of all closed sessions under Open Meetings Act – The minutes of all closed sessions were reviewed as specified by the Open Meetings Act. No changes were made.
- B. Job Descriptions – tabled
- C. Princeville Library’s 90th anniversary (est. May 31, 1927) working to have some programs in May, such as Seneca, Caterpillar, and museum. We plan to have an open house in November or December after the addition is completed.
- D. Consolidated Election – April 4, 2017 – remember to vote!

New Business

- A. Joint Board meeting January 19th, 2017 (Library hosts) – tonight at 7pm.
- B. Serving or Public 3.0 – Chapter 4, Facilities. We are doing all. On file at the library.

Comments to Guide future Agendas – none

Adjournment – Ellen Cluskey made a motion, seconded by Diane Smith, to adjourn the meeting at 6:43 p.m. All ayes, motion carried.

The next meeting will be on February 9, 2017 at 7:00 p.m.

Respectfully submitted,

Deb Givens, Secretary