

Lillie M. Evans Library District
Meeting of the Board of Trustees
April 12, 2018 at 7:00 p.m.

The Lillie M. Evans Library Board was called to order at 7:00 p.m. on Thursday, April 12th, 2018. Joanne Cox, Diane Smith, Ellen Cluskey, Teresa Bouton, Director Beth Duttlinger, Gayle Johnson-Brackett, and Deb Givens were present. Gary Kratzer was absent.

Comments or Questions to the Board – none.

Minutes – The minutes from the March 8, 2018 meeting were read. Ellen Cluskey made a motion to accept the minutes as corrected, seconded by Teresa Bouton. All ayes, motion carried.

Correspondence and Communication

- A. Economic Interest forms – May 1st Deadline – a reminder to get our forms in.

Committee Reports

- A. Finance –working on budget for 2019.
- B. House and grounds
 - 1. Update – officially done with the addition!!
- C. Policy
 - 1. FOIA policy – Updated – Joanne Cox made a motion, seconded by Diane Smith to approve the FOIA Policy as updated. All ayes, motion carried.
 - 2. Budget & Finance Policy – Teresa Bouton made a motion, seconded by Ellen Cluskey to approve the updated Budget & Finance Policy. All ayes, motion carried.
- D. Personnel – Josie Casey is helping out part-time because two employees are out for health reasons. She was formerly a Co-op student and has required only minimal training to refresh her skills.

Financial Report – A motion was made by Diane Smith, seconded by Joanne Cox to approve the March 2018 expenditures. Roll call: Joanne Cox, aye, Diane Smith, aye, Ellen Cluskey, aye, Teresa Bouton, 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 – None – Soon to be gearing up for the book sale.

Unfinished Business

- A. Bike the Trail Library to Library – Got the last donor for the project. Beth is getting quotes for the four repair stations.
- B. Illinois Bicentennial – Meeting with Julie at the Museum. Will be doing some programs in the fall.
- C. Long Range Planning – Finished up the focus group and surveys.

New Business

- A. FY19 Budget – Starting the process.
- B. Inspiration Celebration – week of June 25? The Inspiration Celebration will be held possibly on June 29th. Beth is checking dates with the staff.

C. Trustee Facts File Chapter 9 – done

Comments to Guide Future Agendas – none.

Adjournment – Ellen Cluskey made a motion, seconded by Teresa Bouton to adjourn the meeting at 8:02 p.m. All ayes, motion carried.

The next board meeting will be on May 10th, 2018 at 7:00 p.m.

Respectively submitted,

Deb Givens