

Lillie M. Evans Library District
Meeting of the Board of Trustees
September 14, 2017 at 7:00 p.m.

The Lillie M. Evans Library Board was called to order at 7:02 p.m. on Thursday, September 14, 2017. Ellen Cluskey, Diane Smith, Director Beth Duttlinger, Gayle Johnson-Brackett, Joanne Cox, and Deb Givens were present. Gary Kratzer was absent.

Comments or questions to the Board – none

Minutes

- A. The minutes of the August 10, 2017 board meeting were read. Ellen Cluskey made a motion to accept the minutes, seconded by Diane Smith. All ayes, motion carried.

Correspondence and Communication

- A. Mary Lou Hott's board resignation – We read and accepted with regret Mary Lou Hott's resignation. She is moving out of district. The Board appointed Teresa Bouton for the vacant seat until the next election (March 2019).
- B. Our attorney, Phil Lenzi, was honored as an ILA Library Luminary.

Committee Reports

- A. Finance – none
- B. House & Grounds
 - 1. Windows from Turner Room – we have two windows that were removed during construction from the Turner Room. We are unable to reuse them. If we can find someone to take them, we'll give them away. The director will contact Habitat for Humanity and let people know they are available. The part of the Harv Stahl sign we didn't use is also trying to find a home. We've already contacted the Museum and some family members. If anyone wants it, please contact the library.
 - 2. Open House – October 23rd from 4:30 – 6:30 p.m.
- C. Policy
 - 1. Hours – tabled
 - 2. Personnel – tabled
- D. Personnel – The Director will be hiring a custodial assistant for 12 hours a week to help with cleaning.

Financial Report

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

Directors Report – on file at the library.

Friends of the Library Report – the book sale brought the Friends \$1,591.70 in sales. To this point, the total they have raised this year is \$2,049.34.

Unfinished Business

- A. Princeville Library's 90th anniversary (est. May 31, 1927) – the director is looking for volunteers to help with the ice cream social on September 17. October 23rd is the open house.
- B. Budget & Appropriation Ordinance 2018-3 – Joanne Cox made a motion, seconded by Ellen Cluskey to approve the Budget and Appropriation Ordinance 2018-3. All ayes, motion carried.
- C. Peck Letter – the director sent a letter to Susan Slane Schertz letting her know that the funds received from her sister, Elza Slane Peck's estate, was used in building the addition.
- D. Director's Evaluation –was completed by the board and will be reviewed with the director at the next meeting.

New Business

- A. Levy – we plan to adopt the levy next month.
- B. Letter to School – the board is sending a letter to the school district again this year asking them to reinstate the buses for class visits.
- C. Long Range Planning – the director will have names at the next meeting for a focus group facilitator.
- D. Serving Our Public 3.0 – Chapter 12: Safety. Reviewed—it was noted that our Emergency Plan will be updated once the new addition is complete.

Comments to Guide Future Agendas – none

Adjournment – Ellen Cluskey made a motion to adjourn the meeting at 8:27 p.m., seconded by Diane Smith. All ayes. Motion carried.

The next board meeting will be held on October 12th 2017 at 7:00 p.m. at the library.

Respectfully submitted,

Deb Givens, Secretary