

Lillie M. Evans Library District  
Meeting of the Board of Trustees  
October 11, 2018 at 7:00 p.m.

The Lillie M. Evans Library Board was called to order at 7:02 p.m. on Thursday, October 11<sup>th</sup>, 2018. Diane Smith, Zach Waldis, Joanne Cox, Director Beth Duttlinger, Teresa Bouton, Gayle Johnson-Brackett, and Deb Givens were present. Ellen Cluskey was absent. Zach Waldis took the Oath of Office.

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

**Minutes**

- A. The minutes from the September 13<sup>th</sup>, 2018 were read. Joanne Cox made a motion, seconded by Diane Smith to accept the minutes. All ayes, motion carried.

**Correspondence and Communication**

- A. Mediacom Copyright Notice September 29, 2018 – Mediacom sent the library a notice that someone had possibly illegally downloaded a movie late at night.
- B. Thank you from Director. Beth gave the Board a thank you note for the gift card we had given her for all the work she has done above and beyond her job description the past few months.

**Committee Reports**

- A. Finance
  - 1. Check signature cards – minutes need to be sent to bank. Diane will be taking a copy to the bank.
- B. House and Grounds – none
- C. Policy – none
- D. Personnel – none

**Financial Report**

- A. Teresa Bouton made a motion to approve the September expenditures, seconded by Diane Smith. Roll call: Diane Smith, aye, Zach Waldis, aye, Joanne Cox, aye, Teresa Bouton, aye, Gayle Johnson-Brackett, aye, and Deb Givens, aye. All ayes, motion carried.
- B. Audit and Comptroller's report – waiting for the auditor to complete.

**Director's Report** – on file at the library.

**Friends of the Library Report** – balance of \$3786.56

**Unfinished Business**

- A. Election packets – were passed out tonight. Need to be turned back in between 12/10/2018 and 12/17/18.
- B. Illinois Bicentennial Programs – October 16 – Ghosts of the Illinois River and October 30<sup>th</sup> – History of Illinois – both are at the library.
- C. NCPERS through IMRF – still waiting on information for the employees of the library.

**New Business**

- A. Levy Ordinance 2019-4. Joanne Cox made a motion to approve the 2019-4 Levy Ordinance, seconded by Zach Waldis. All ayes, motion carried.
- B. Director's Evaluation – short form. Completed.
- C. Per Capita Training – Serving Patrons with Dementia – We all need to do this training.
- D. Per Capita requirement – Illinois Veteran's History Project. Reviewed the website.

**Comments to Guide Future Agendas** – none.

**Adjournment** – Joanne Cox made a motion, seconded by Teresa Bouton to adjourn the meeting at 8:03 p.m. All ayes, motion carried.

Respectfully submitted,

Deb Givens, Secretary

The next Board Meeting will be on November 8<sup>th</sup>, 2018 at 7:00 p.m.