

Lillie M. Evans Library District  
Meeting of the Board of Trustees  
November 8, 2018 at 7:00 p.m.

The Lillie M. Evans Library Board was called to order at 7:01 p.m. on Thursday, November 8, 2018. Zach Waldis, Diane Smith, Joanne Cox, Teresa Bouton, and Ellen Cluskey were present. Deb Givens and Gayle Johnson-Brackett were absent. Director Beth Duttlinger was also present.

**Comments or questions to the Board – None**

**Minutes**

- A. The minutes from the October 11, 2018 meeting were read. Diane Smith made a motion to accept the minutes, seconded by Teresa Bouton. All ayes, motion carried.

**Correspondence and Communication**

- A. Two more letters were received from Mediacom regarding using the library's wifi to download movies when the library is closed. The wifi is no longer available when the library is closed.
- B. RAILS Trustee Training Resources are available.
- C. Illinois Bicentennial Celebration – Thank you notes were received from our presenters: Sylvia Shults and Tom Emory.
- D. There are two employer posters that need to be displayed in the staff area due to recent legislative changes. The director has posted as required.

**Committee Reports**

- A. Finance – No report.
- B. House and Grounds – A shed for outdoor storage was discussed. More details will be available at a future meeting.
- C. Policy - No report.
- D. Personnel – No report.

**Financial Report**

- A. Approval of October expenditures –Joanne Cox made a motion, seconded by Zach Waldis, to approve the July expenditures. Roll Call: Joanne Cox, aye, Zach Waldis, aye, Teresa Bouton, aye, Diane Smith, aye, Ellen Cluskey, aye. All ayes, motion carried.
- B. Audit and Comptroller's Report – Diane Smith made a motion, seconded by Teresa Bouton, to accept the audit and annual financial report FY18 to the Illinois State Comptroller. All ayes, motion carried.

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

**Friends of the Library report** – The director presented a list of requests from the staff.

**Unfinished Business**

- A. Election packets are available for anyone wishing to have their name on the ballot for the March election. Packets may be turned in Dec. 10 – 17.
- B. NCPERS through IMRF – We have enrolled our interested staff member.

**New Business**

- A. The holiday closings for FY19 were reviewed. The library will be closed Nov. 22-23, 2018; Dec. 24-25, 2018; and Dec. 31, 2018-Jan. 1, 2019.
- B. Exception dates for FY20 – Zach Waldis made a motion, seconded by Joanne Cox to close the library for these multiple day holidays: Nov. 28-29, 2019; Dec. 24-25, 2019; and Dec. 31, 2019-Jan. 1, 2020. All ayes, motion carried.
- C. Serving Our Public 3.0 – Chapter 8: Public Services, was reviewed.

**Comments to guide future agendas** – The Joint board meeting is coming up on January 17<sup>th</sup>.

**Adjournment** – Teresa Bouton made a motion, seconded by Diane Smith, to adjourn the meeting at 8:04. All ayes, motion carried.

The next board meeting will be December 13, 2018, at 7:00 p.m. at the library.

Respectfully submitted,

Ellen Cluskey, Secretary pro tem