

Lillie M. Evans Library District
Meeting of the Board of Trustees
November 9, 2017 at 7:00 p.m.

The Lillie M. Evans Library Board was called to order at 7:01 p.m. on Thursday, November 9, 2017. Diane Smith, Ellen Cluskey, Joanne Cox, Teresa Bouton and Gayle Johnson-Brackett were present. Deb Givens and Gary Kratzer were absent. Director Beth Duttlinger was also present.

Comments or questions to the Board – None

Minutes - The minutes from the October 12, 2017 meeting were read. Teresa Bouton made a motion to accept the minutes, seconded by Ellen Cluskey. All ayes, motion carried.

Correspondence and Communication

- A. Property Tax Freeze bill in veto session – Senate Bill 851 – The bill was not brought to a vote in this session, so property taxes will not be frozen.
- B. A note was received from Beth Duttlinger thanking the board for the plant sent at the time of her step-father’s death.

Committee Reports

- A. Finance – No report.
- B. House and Grounds
 - 1. The punch list for the construction was reviewed.
 - 2. Open House – 63 people attended. There is a nice article in the Weekly Post about the Open House and the library.
- C. Policy
 - 1. Meeting Room – First reading of the updated policy including the new meeting room.
 - 2. Hours – Potential changes to hours the library will be open were discussed.
 - 3. Personnel – in progress.
- D. Personnel – No report.

Financial Report - Approval of October expenditures – Diane Smith made a motion, seconded by Joanne Cox, to approve the October expenditures. Roll Call: Diane Smith, aye, Joanne Cox, aye, Ellen Cluskey, aye, Teresa Bouton, aye, and Gayle Johnson-Brackett, aye. All ayes, motion carried.

Directors Report - on file at the library.

Friends of the Library report - There will be a Friends of the Library meeting in mid-November.

Unfinished Business

- A. Letter to the school regarding buses to transport classes to the library in inclement weather – No one has agreed to take the training required to become a certified bus driver.
- B. Long range planning – A moderator for the focus group has been contacted. The focus group will tentatively take place in March 2018.
- C. The director's evaluation was finished and is on file.

New Business

- A. The holiday closings for FY18 were reviewed. The library will be closed Nov. 26 and 27, Dec. 25 and 26, and Jan. 1 and 2.
- B. Exception dates for FY19 – The library will be closed Nov. 22 and 23, 2018, Dec. 24, 25 and 31, 2018 and Jan. 1, 2019.
- C. Trustee Facts File Chapter 3 (Board organization) and 4 (Legal responsibilities and liability) were reviewed. The library meets all requirements.

Comments to guide future agendas – None

Adjournment – Joanne Cox made a motion, seconded by Ellen Cluskey, to adjourn the meeting at 8:15. All ayes, motion carried.

The next board meeting will be Dec. 14, 2017, at 7:00 p.m. at the library.

Gayle Johnson-Brackett, Secretary pro tem