

Lillie M. Evans Library District  
Meeting of the Board of Trustees  
December 13, 2018 at 7:00 pm.

The Lillie M. Evans Library Board was called to order at 7:04 p.m. on Thursday, December 13<sup>th</sup>, 2018. Gayle Johnson-Brackett, Teresa Bouton, Diane Smith, Joanne Cox, Director Beth Duttlinger, and Deb Givens were present. Zach Waldis came at 7:23 p.m. Ellen Cluskey was absent.

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

**Minutes**

- A. The minutes from the November 8<sup>th</sup>, 2018 meeting were read. Joanne Cox made a motion, seconded by Diane Smith, to accept the minutes. All ayes, motion carried.

**Correspondence and Communication** – none.

**Committee Reports**

- A. Finance – none
- B. Garden shed – Joanne Cox made a motion, seconded by Teresa Bouton, to accept the bid for the gardening shed without the dormer. All ayes, motion carried.
- B. Policy
  1. Gifts to the Library Policy – 1<sup>st</sup> reading.
  2. Copyright Restrictions Policy – 1<sup>st</sup> reading
- C. Personnel
  1. Custodial Assistant – Adam Will resigned from this position. It will be a 10 hour position now instead of 12 hours. Autumn Deatherage will be starting after the first of the year.

**Financial Report**

- A. Approval of the November expenditures – Diane Smith made a motion to approve the November expenditures, seconded by Zach Waldis. Gayle Johnson-Brackett, aye, Teresa Bouton, aye, Diane Smith, aye, Joanne Cox, aye, Zach Waldis, aye, and Deb Givens, aye. All ayes, motion carried.

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

**Friends of the Library Report** – Recently purchased a disk repair system for the library.

**Unfinished Business**

- A. Election packets – all current board members have turned them in.

**New Business**

- A. Review of minutes of all closed sessions under Open Meetings Act –The minutes of all closed sessions were reviewed as specified by the Open Meeting Act. No changes were made.

**Comments to Guide Future Agendas**

- A. Gifts to the Library Policy
- B. Copyright Restrictions Policy

**Adjournment** – Teresa Bouton made a motion, seconded by Zach Waldis, to adjourn the meeting at 7:59 p.m. All ayes, motion carried.

Our next meeting will be on January 17<sup>th</sup>, 2019 at 6:00 p.m.

Joint Board Meeting will be on January 17<sup>th</sup>, 2019 at 7:00 p.m. at the Library (Village hosts)

Respectfully submitted,

Deb Givens, Secretary