

Lillie M. Evans Library District
Meeting of the Board of Trustees
November 10, 2016 at 7:00 p.m.

The Lillie M. Evans Library Board was called to order at 7:08 p.m. on Thursday, November 10, 2016. Diane Smith, Joanne Cox, Ellen Cluskey and Gayle Johnson-Brackett were present. Gary Kratzer arrived at 7:51. Deb Givens and Mary Lou Hott were absent. Director Beth Duttlinger was also present.

Comments or questions to the Board - none.

Minutes

- A. The minutes from the October 13, 2016 meeting were read. Ellen Cluskey made a motion to accept the minutes as amended, seconded by Diane Smith. All ayes, motion carried.

Correspondence and Communication – None.

Committee Reports

- A. Finance – No report.
- B. House and Grounds
 - 1. Construction update.
 - 1. The zoning variance to allow the addition to be 2' higher than zoning limits has been approved by the Village Board.
 - 2. The underground storage tank was removed and soil testing showed no contamination. Expenses are still being tabulated.
 - 3. The first pay request from Bishop Brothers was approved.
 - 4. Craig Wright will submit questions to the electrical contractor regarding light fixtures and flag pole.
- C. Policy - No report.
- D. Personnel – No report.

Financial Report

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

Directors Report - on file at the library.

Friends of the Library report

- A. The balance on hand as of Oct. 14 was \$3,687.57.

Unfinished Business

- A. Job descriptions – In progress
- B. Princeville Library’s 90th anniversary (est. May 31, 1927) – programming possibilities were discussed.

New Business

- A. Holiday Closings – The library will be closed Nov. 24 and 25 for Thanksgiving. It will be closed Dec. 24, 25, and 26 for Christmas, and closed Dec. 31, Jan. 1, and 2.
- B. Exception Dates – The proposed schedule for holiday closings was discussed.
- C. Local Government Travel Expense Control Act – first reading.
- D. Serving Our Public 3.0 – Chapter 2, Governance and Administration was reviewed. The library meets or exceeds all standards.

Comments to guide future agendas - None

Adjournment – Ellen Cluskey made a motion, seconded by Joanne Cox, to adjourn the meeting at 8:01. All ayes, motion carried.

The next board meeting will be December 8, 2016, at 7:00 p.m. at the library.

Respectfully submitted,

Gayle Johnson-Brackett, Secretary pro tem