

Lillie M. Evans Library District
Meeting of the Board of Trustees
October 13th, 2022 at 7:00 p.m.

The Lillie M. Evans Library Board meeting was called to order at 7:02 p.m. on Thursday, October 13th, 2022. Director Beth Duttlinger, Gayle Johnson-Brackett, Zach Waldis, Teresa Bouton, Diane Smith, and Deb Givens were present. Ellen Cluskey and Randy Ingle were absent.

Comments and questions to the board – none

Minutes

- A. Regular board meeting on September 8th, 2022. The minutes from the October 24th, 2022 board meeting were read. Teresa Bouton made a motion, seconded by Diane Smith to approve the minutes. All ayes, motion carried.
- B. Minutes for the Inspiration Celebration on September 30th, 2022. The minutes from the Inspiration Celebration on September 30th, 2022 were read. Zach Waldis made a motion to approve the minutes, seconded by Diane Smith. All ayes, motion carried.

Correspondence and Communication

- A. PCA Thank you – The PCA sent a thank you for the Library’s \$100 donation to the Heritage Days.
- B. Public Act 102-1088 Decennial Committees on Local Government Efficiency Act – Beth said she is still waiting for a draft report. Phil Lenzini advised to wait to closer to the deadline before forming a committee.

Committee Reports

- A. Finance – none
- B. House and Grounds – none
- C. Policy
 1. Confidentiality of Records Policy – Teresa Bouton made a motion to approve the Confidentiality of Records Policy, seconded by Diane Smith. All ayes, motion carried.
 2. Copyright Restrictions Policy – reviewed
 3. Customer Service Policy – 1st reading
 4. Borrowing Policy – reviewed – no changes
- D. Personnel – none

Financial Report

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

Friends of the Library Report

Diane Smith reported that book sales have made \$23,096.53 since 2003 until now.

Unfinished Business

- A. School buses for library visits – Beth called the superintendent to encourage them to let the kids ride the buses to the library. Mr. Duling said that he would talk to Michelle and see if they could bring the buses on rainy and cold days.
- B. Director’s Evaluation – short form – We completed the evaluation.

New Business

- A. Audit and Annual Comptroller's Report – Diane Smith made a motion to accept the comptrollers report as prepared by our auditing firm, seconded by Zach Waldis. All ayes, motion carried.
- B. Consolidated Election – there are two vacancies to fill.
- C. Meeting room usage for Small Business Saturday and Holiday Stroll – We are still waiting for the PCA to decide if they need the meeting room on Small Business Saturday. The library will be open during the Tree Lighting & Holiday Stroll as a warming center/bathroom facility.
- D. Serving our Public 4.0: Chapter 10 – Programming – We meet all components and criteria.

Comments to guide future agendas – none

Adjournment – Teresa Bouton made a motion to adjourn our meeting at 7:50 p.m., seconded by Zach Waldis. All ayes, motion carried.

Our next board meeting will be on November 10th, 2022 at 7:00 p.m.

Respectfully submitted,

Deb Givens, Secretary