

Genoa Public Library
Board of Trustees Meeting Minutes
February 15, 2016

- I. CALL TO ORDER – Meeting was called to order at 7:01 p.m. by Board Vice President Marilyn Belin. Members present: Kay Baker, Sharon Campbell, Barb Bradford, Marilyn Belin, and Julie Leffelman. Members absent: Michele Dvorak and Dale Pitstick. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA-Barb moves to approve the agenda, second by Kay.
- III. PUBLIC COMMENT- None
- IV. PRESENTATIONS-Alicia Schatteman from NIU spoke about her potential role in strategic planning for the library.
- V. APPROVAL OF MINUTES –Sharon moves to approve, 2nd by Barb. Voice Vote 5/Yes 0/No
- VI. CORRESPONDENCE
 - a. The possibility of using American Marketing & Publishing LLC to add interior photos to Google Maps Street View was discussed and decided against.
- VII. TREASURER’S REPORT
 - a. Barb moved that we place \$19,193.58 on the record for audit. Second by Kay. A roll call vote was taken: Marilyn-yes, Kay-yes, Sharon-yes, Barb-yes, Julie-yes
- VIII. OLD BUSINESS
 - a. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items.
 - b. Sharon moved that, based on the cost, we terminate discussion with Poblacki Signs regarding quote E01924-02 for the donation wall display. Second by Kay. A roll call vote was taken: Marilyn-yes, Kay-yes, Sharon-yes, Barb-yes, Julie-yes
 - c. After some minor wording changes to the property management agreement (recommended by our attorney), there will be a \$500 escrow to the new property manager for the tenant apartments, Engel Management.
- IX. NEW BUSINESS
 - a. Jen will work on a schedule for the Chamber of Commerce Business Expo.
 - b. Barb moves to pay Pay Application #12 in the amount of \$28,616.44 to Shales-McNutt from the Tort and Liability Fund. Second by Kay. A roll call vote was taken: Marilyn-yes, Kay-yes, Sharon-yes, Barb-yes, Julie-yes
- X. STANDING COMMITTEES
 - a. Finance- none
 - b. Marketing and Communication-none
 - c. Technology-none
 - d. Facilities-none
 - e. Policy- will meet on March 21, 2016 @ 6:30pm
- XI. DIRECTOR’S REPORT AND MONTHLY STATISTICS –presented
- XII. CLOSED SESSION-none
- XIII. ADDITIONAL DISCUSSION
 - a. Jen requested vacation days on March 24, 28, 29, 30, and 31.

XIV. ADJOURNMENT- Meeting was adjourned in due form at 9:08 p.m.

Next meeting: March 21, 2016 at 7:00 p.m.