

**Genoa Public Library**  
Board of Trustees Meeting Minutes  
January 18, 2016

- I. CALL TO ORDER – Meeting was called to order at 7:00 p.m. by Board President Michele Dvorak. Members present: Kay Baker, Sharon Campbell, Barb Bradford, Dale Pitstick, Michele Dvorak, and Julie Leffelman. Member absent: Marilyn Belin. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA-Michele moved to shift the closed session to after the approval of the agenda. Second by Barb. Voice Vote 6/Yes 0/No
- III. CLOSED SESSION-Michele moved to go into closed session at 7:05 p.m. citing section 2(c)(1) in regards to a complaint about an employee. At 8:03 p.m., Dale moved to adjourn from closed session, second by Kay. A roll call vote was taken: Michele-yes, Dale-yes, Kay-yes, Sharon-yes, Barb-yes, Julie-yes
- IV. PUBLIC COMMENT- None
- V. PRESENTATIONS-None
- VI. APPROVAL OF MINUTES –Sharon moves to approve, 2<sup>nd</sup> by Kay. Voice Vote 6/Yes 0/No
- VII. CORRESPONDENCE
  - a. The Genoa Area Chamber of Commerce annual dinner will be held on February 18<sup>th</sup>. The EXPO will be on March 5<sup>th</sup> and it will be an opportunity for us to promote our services to the community.
  - b. We received a donation of \$500 from the Katz Family Foundation.
- VIII. TREASURER’S REPORT
  - a. Barb moved that we place \$18,538.29 on the record for audit. Second by Dale. A roll call vote was taken: Michele-yes, Dale-yes, Kay-yes, Sharon-yes, Barb-yes, Julie-yes
- IX. 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. Dale moved to approve the quote from Poblacki for the donation wall. Second by Sharon. A roll call vote was taken: Michele-yes, Dale-yes, Kay-yes, Sharon-yes, Barb-yes, Julie-yes
  - c. Sharon moved that we have our attorney review the property management agreement from Tammy Engel and sign it once it meets his approval. Second by Dale. A roll call vote was taken: Michele-yes, Dale-yes, Kay-yes, Sharon-yes, Barb-yes, Julie-yes
- X. NEW BUSINESS
  - a. Changes were suggested to the Donor Policy regarding signage. Jen will check with Poblacki and we will revisit this at the February meeting.
- XI. STANDING COMMITTEES
  - a. Finance- none
  - b. Marketing and Communication-none
  - c. Technology-none
  - d. Facilities-none
  - e. Policy- none

XII. DIRECTOR'S REPORT AND MONTHLY STATISTICS –presented

XIII. ADDITIONAL DISCUSSION

- a. The feasibility of providing a Tax Software program for library users was discussed.

XIV. ADJOURNMENT- Meeting was adjourned in due form at 9:04 p.m.

Next meeting: February 15, 2016 at 7:00 p.m.