

Genoa Public Library
Board of Trustee Meeting Minutes
December 16, 2019

- I. TOUR APARTMENT 2 WITH LISA KLEIN-ROSSOW, PROPERTY MANAGER
- II. CALL TO ORDER – Meeting was called to order at 7:24 pm by Board President Jim Hansen. Trustees present: Marilyn Belin, Steven Veeneman, and Louisa McCarthy. Trustee Absent: Jim Newhall. Also present: Library Director Jen Barton and Lisa Klein-Rossow.
- III. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Marilyn. Vote: Yes/4, No/0
- IV. PUBLIC COMMENT – None
- V. PRESENTATIONS – None
- VI. APPROVAL OF MINUTES – Louisa moved to approve the minutes from November 18, 2019. Second by Steven. Vote: Yes/4, No/0
- VII. CORRESPONDENCE – None
- VIII. TREASURER’S REPORT – Marilyn moved that we place \$17,690.90 on the record for audit for the month of November. Second by Steven. A roll call vote was taken: Marilyn-yes, Steven-yes, Jim H-yes, Louisa-yes.
- IX. OLD BUSINESS
 - i. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items.
 - ii. Board members were encouraged to recruit potential Board members to fill vacancies.
- X. NEW BUSINESS
 - i. Steven made a motion to utilize \$3,500 from the Special Reserve Fund for Lisa Klein-Rossow to use for necessary repairs and updates to apartment 2. Second by Marilyn. A roll call vote was taken: Louisa-yes, Steven-yes, Jim H-yes, Marilyn-yes
 - ii. Steven made a motion to gift the four full-time staff members \$100 each and the four part-time/seasonal staff members \$25 each as a holiday gift for a total of \$500. Second by Louisa. A roll call vote was taken: Louisa-yes, Steven-yes, Jim H-yes, Marilyn-yes
- XI. STANDING COMMITTEES
 - a. Finance – None
 - b. Technology – None
 - c. Facilities – None
 - d. Policy - None
- XII. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XIII. CLOSED SESSION – None
- XIV. ADDITIONAL DISCUSSION – The Board reviewed Chapter 11 through the appendices from the TRUSTEE FACTS FILE: THIRD EDITION for the FY20 Per Capita grant application.
- XV. ADJOURNMENT – The meeting was adjourned in due form at 8:20 pm.

Next Meeting: January 20, 2020