

Genoa Public Library District

Board of Trustee Meeting Minutes

May 20, 2019

- I. CALL TO ORDER – Meeting was called to order at 7:03 pm by Board President Jim Hansen. Members present: Louisa McCarthy and Steven Veeneman. Members absent: Jim Newhall and Marilyn Belin. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Louisa. Vote: Yes/3, No/0
- III. SWEARING IN OF NEWLY ELECTED TRUSTEES – President Jim Hansen swore in Louisa McCarthy and Steven Veeneman as our newly elected trustees.
- IV. PUBLIC COMMENT – None
- V. PRESENTATIONS – None
- VI. APPROVAL OF MINUTES – Louisa moved to approve the minutes from March 18, 2019. Second by Steven. Vote: Yes/3, No/0. Louisa moved to approve the minutes from April 15, 2019. Second by Steven. Vote: Yes/3, No/0.
- VII. CORRESPONDENCE
 - i. We received a letter from the Secretary of State informing us that we have been awarded an Illinois Public Library Per Capita Grant in the amount of \$6,491.25 for fiscal year 2019-20.
 - ii. We received a letter from T. Allen & Associates informing us of their decision to not offer audit services effective immediately.
 - iii. We received a letter from the Secretary of State recommending that libraries allow patrons and non-patrons to utilize library computers to complete the census in 2020.
- VIII. TREASURER’S REPORT – Louisa moved that we place \$15,337.51 on the record for audit for the month of March. Second by Steven. A roll call vote was taken: Louisa-yes, Steven-yes, Jim H-yes. Steven moved that we place \$23,685.61 on the record for audit for the month of April. Second by Louisa. A roll call vote was taken: Louisa-yes, Steven-yes, Jim H-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.
- X. NEW BUSINESS
 - i. Steven made a motion to pay Application #1 in the amount of \$65,868.00 to Shales-McNutt LLC. Second by Louisa. A roll call vote was taken: Louisa-yes, Steven-yes, Jim H-yes
 - ii. Louisa made a motion to approve Steven Veeneman as the second signer on all of the library bank accounts. Second by Jim H. A roll call vote was taken: Louisa-yes, Steven-yes, Jim H-yes
 - iii. Steven made a motion to approve the FY2019-20 Working Budget as presented by Jen. Second by Louisa. A roll call vote was taken: Louisa-yes, Steven-yes, Jim H-yes
 - iv. Steven made a motion to approve the Non-Resident Fee Structure for fiscal year 2019-20. Second by Louisa. A roll call vote was taken: Louisa-yes, Steven-yes, Jim H-yes
 - v. Steven made a motion to approve the reviewed personnel policies with corrections as presented. Second by Louisa. Vote: Yes/3, No/0
 - vi. Louisa made a motion to approve the purchase of a set of three Multiplex Loop Fabric Display Panels from Demco. Second by Steven. A roll call vote was taken: Louisa-yes, Steven-yes, Jim H-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
 - i. Jen shared the results of the Facebook survey posted on May 3, 2019 regarding the offering of non-traditional items for circulation at the library.
 - ii. Jen provided training materials to Board members regarding non-resident service and annexation as part of our ongoing discussion regarding inter-governmental agreements.
 - iii. Jen distributed the Director Evaluation packets to the Board members present.
- XV. ADJOURNMENT – The meeting was adjourned in due form at 8:50 pm.

Next Meeting: June 17, 2019