

# Genoa Public Library District

## Board of Trustee Meeting Minutes

August 20, 2018

- I. BUDGET HEARING – The Budget Hearing was called to order at 7:01 pm. No public members were in attendance. The Budget Hearing was adjourned in due form at 7:02 pm.
- II. CALL TO ORDER – Meeting was called to order at 7:03 pm by Board President Dale Pitstick. Members present: Jim Hansen, Ben Britz, Marilyn Belin, and Jim Newhall. Members Absent: Kay Baker. Also present: Library Director Jen Barton.
- III. APPROVAL OF AGENDA – Marilyn moved to approve the agenda, second by Jim N. Vote: Yes/5, No/0
- IV. PUBLIC COMMENT – None
- V. PRESENTATIONS – Louisa McCarthy introduced herself to the Board as an interested candidate in the vacant trustee position.
- VI. APPROVAL OF MINUTES – Ben moved to approve the minutes from July 16, 2018, second by Jim N. Vote: Yes/5, No/0
- VII. CORRESPONDENCE – Jen shared a letter from the DeKalb County Chief County Assessment Office regarding refiling paperwork with the county and state to continue receiving property tax exemptions on both parcels the library owns. Jen is going to follow up with the County and will share information at our September meeting.
- VIII. TREASURER’S REPORT – Marilyn moved that we place \$23,403.69 on the record for audit. Second by Jim N. A roll call vote was taken: Dale-yes, Ben-yes, Jim N-yes, Marilyn-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.
  - ii. Ben made a motion to appoint Louisa McCarthy as a library Board trustee until the next election. Second by Jim N. A roll call vote was taken: Dale-yes, Ben-yes, Jim N-yes, Marilyn-yes, Jim H-yes. A letter was read from Steven Veeneman regarding the vacant trustee position. The Board would like to invite him to our September 17, 2018 meeting to introduce himself.
- X. NEW BUSINESS
  - i. Marilyn made a motion to approve Budget & Appropriation Ordinance 18-03. Second by Jim N. A roll call vote was taken: Dale-yes, Ben-yes, Jim N-yes, Marilyn-yes, Jim H-yes, Louisa-yes
  - ii. Jim H made a motion to accept the Service Agreement renewal from Smith-Dahlquist at an annual cost of \$1,900.00. Second by Ben. A roll call vote was taken: Dale-yes, Ben-yes, Jim N-no, Marilyn-yes, Jim H-yes, Louisa-yes
  - iii. Marilyn made a motion to transfer our FY2017 surplus funds in the amount of \$34,051.89 from our Corporate account to our Special Reserve account. Second by Louisa. A roll call vote was taken: Dale-yes, Ben-yes, Jim N-yes, Marilyn-yes, Jim H-yes, Louisa-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 presented a review of the 2018 Summer Reading program and shared a document with registration and participation statistics.
  - ii. Dale announced that he was resigning from the Board effective immediately due to moving out of our library district. The Board accepted his resignation with regret and thanked him for his term of service. Vice-president Jim Hansen will be acting president until the next Board meeting when officer elections will occur per the library By-Laws.
- XV. ADJOURNMENT – The meeting was adjourned in due form at 7:55 pm.

**Next Meeting: September 17, 2018**