

Genoa Public Library
Board of Trustees Meeting Minutes
December 19, 2016

- I. CALL TO ORDER – Meeting was called to order at 7:00 p.m. by Board President Michele Dvorak. Members present: Michele Dvorak, Sharon Campbell, Barb Bradford, Kay Baker, Julie Leffelman, Marilyn Belin and Dale Pitstick. Also present: Library Director Jen Barton and Jim Newhall
- II. APPROVAL OF AGENDA-Dale moved to approve the agenda Vote: Yes/7 No/0
- III. PUBLIC COMMENT- None
- IV. APPROVAL OF MINUTES –Sharon moved to approve, second by Dale. Vote: Yes/7 No/0
- V. CORRESPONDENCE
 - a. A letter of interest was received regarding the appointed Trustee position from Jim Newhall.
 - b. A donation was received from the Katz Family Foundation.
 - c. A donation from the J6 Charitable Foundation, Ltd. was received.
- VI. TREASURER’S REPORT
 - a. Barb moved that we place \$21,987.42 on the record for audit. Second by Dale. Roll call vote: Marilyn-yes, Dale-yes, Michele-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
- VII. OLD BUSINESS
 - a. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items for the at the 232 West Main St. building.
 - i. Dale moved that we accept the quote of \$2040.24 from Carpetland for new vinyl flooring for the landing and carpet in the second apartment, second by Sharon. Roll call vote: Marilyn-yes, Dale-yes, Michele-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
 - ii. Dale moved that we accept the quote of \$900 from Bob Kleiser Carpentry for painting the stairwell and hallway. Second by Sharon. Roll call vote: Marilyn-yes, Dale-yes, Michele-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
 - iii. Dale moved that we accept the quote for \$8,740.00 from Bob Kleiser Carpentry for the miscellaneous work as described on the project list. Second by Sharon. Roll call vote: Marilyn-yes, Dale-yes, Michele-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
 - iv. Michele moved that we allow Jen and Sharon to explore and hire general contractors for electrical and plumbing repairs. Dale seconds. Roll call vote: Marilyn-yes, Dale-yes, Michele-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
 - v. Dale moved that we give notice to our current property manager, Engel Home Realty LLC, that we will be ending our contract and will explore other options. Second by Kay. Roll call vote: Marilyn-yes, Dale-yes, Michele-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
 - b. Sharon moves that we continue to operate under the current long range plan. Second by Barb. Roll call vote: Marilyn-yes, Dale-yes, Michele-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
- VIII. NEW BUSINESS
 - a. Dale moved that we approve holiday gifts for employees of \$50 each for Chamber of Commerce gift cards. Second by Kay. Roll call vote: Marilyn-yes, Dale-yes, Michele-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
 - b. Michele moves that we approve Genoa Library District Ordinance 16-07 for Tax Abatement, second by Kay. Roll call vote: Marilyn-yes, Dale-yes, Michele-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes

- c. Dale moves that we support the Enterprise Zone Participation Resolution 16-08, second by Sharon. Roll call vote: Marilyn-yes, Dale-yes, Michele-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes

IX. STANDING COMMITTEES

- a. Finance- none
- b. Marketing and Communication-none
- c. Technology-none
- d. Facilities-none
- e. Policy-none

X. DIRECTOR'S REPORT AND MONTHLY STATISTICS –presented

XI. CLOSED SESSION-none

XII. ADDITIONAL DISCUSSION

- a. We reviewed Section 6 on the FY17 Illinois Public Library Per Capita and Equalization Grants.
- b. Jen expressed a preference that her review be done by the current board.
- c. Julie moves that Dale will become the new board president as of December 20, 2016, second by Kay. Roll call vote: Marilyn-yes, Dale-yes, Michele-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
- d. Michele moves that we accept the appointment of Jim Newhall as Trustee to fulfill Michele's vacated term, effective December 20, 2016, second by Kay.

XIII. ADJOURNMENT- Meeting was adjourned in due form at 8:37p.m.

Next meeting: January 16, 2017 at 7:00p.m.