

Genoa Public Library
Board of Trustees Meeting Minutes
March 20, 2017

- I. CALL TO ORDER – Meeting was called to order at 7:00 p.m. by Board President Dale Pitstick. Members present: Sharon Campbell, Barb Bradford, Kay Baker, Julie Leffelman, Marilyn Belin, Jim Newhall, and Dale Pitstick. Also present: Library Director Jen Barton
- II. APPROVAL OF AGENDA- Barb moved to approve the agenda. Second by Kay.
- III. PUBLIC COMMENT- None
- IV. PRESENTATIONS-None
- V. APPROVAL OF MINUTES Barb moved to approve the February 20, 2017 minutes, second by Sharon.
- VI. CORRESPONDENCE-none
- VII. TREASURER’S REPORT
 - a. Barb moved that we place \$20,847.67 on the record for audit. Second by Marilyn. Roll call vote: Marilyn-yes, Dale-yes, Jim-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
- VIII. OLD BUSINESS
 - a. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items.
- IX. NEW BUSINESS
 - a. Sharon moved to accept J6 Polymers Tax Abatement Ordinance. Second by Jim.
 - b. Jim moved that we accept the HVAC quote from Ross Mechanical for \$2,915 to install the units we have already purchased. Second by Marilyn. Roll call vote: Marilyn-yes, Dale-yes, Jim-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
 - c. Based on recent incidents of vandalism, Sharon moved that the Crossroads Church Youth Group no longer be allowed to utilize the event room. Second by Kay. Roll call vote: Marilyn-yes, Dale-yes, Jim-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
 - d. A proposed Staff Budget for FY 17-18 was presented.
- X. STANDING COMMITTEES
 - a. Finance- none
 - b. Marketing and Communication-none
 - c. Technology-none
 - d. Facilities-none
 - e. Policy-none
- XI. DIRECTOR’S REPORT AND MONTHLY STATISTICS –presented
- XII. CLOSED SESSION- Barb moved that we enter Closed session citing section 2(c)(1). Second by Kay. Time entered closed session: 7:43p.m. Return to open session 8:36p.m.
- XIII. ADDITIONAL DISCUSSION
 - a. A staffing plan to a fill a gap in evening coverage was discussed.
 - b. Barb moved that we accept the staff budget proposed by the director for the FY2017-18 (effective July 1st) as well as the director’s wage for FY17-18. Second by Sharon. Roll call vote: Marilyn-yes, Dale-yes, Jim-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
 - c. Sharon moved that we amend the position description for library director, including: the classification, salary basis, and signatures required. Second by Julie. Roll call vote: Marilyn-yes, Dale-yes, Jim-yes, Barb-yes, Sharon-yes, Kay-yes, Julie-yes
 - d. Jen will be publicizing the Community Shred Day on April 29th.

XIV. ADJOURNMENT- Dale moved to adjourn at 8:50. Second by Kay.

Next meeting: April 17, 2017 at 7:00p.m.