

# Genoa Public Library District

## Board of Trustee Meeting Minutes

April 16, 2018

- I. CALL TO ORDER – Meeting was called to order at 7:00 pm by Board President Dale Pitstick. Members present: Kay Baker, Jim Newhall, Marilyn Belin, and Ben Britz. Members Absent: Jim Hansen. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Marilyn moved to approve the agenda, second by Kay. Vote: Yes/5, No/0
- III. PUBLIC COMMENT - None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Kay moved to approve the minutes from March 19, 2018, second by Marilyn. Vote: Yes/5, No/0
- VI. CORRESPONDENCE – None
- VII. TREASURER’S REPORT – Marilyn moved that we place \$18,212.99 on the record for audit. Second by Jim N. A roll call vote was taken: Dale-yes, Kay-yes, Ben-yes, Jim N-yes, Marilyn-yes
- VIII. 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 continue looking for candidates to fill our vacant Board seat.
  - iii. The Board has tabled indefinitely the topic of a bike rack on library property.
- IX. NEW BUSINESS
  - i. Ben made a motion to accept the quote from Associated Electrical for \$910.00 to install data cable from our IT closet to the 232 building for a second wireless access point to be paid out of Special Reserve. Second by Jim N. A roll call vote was taken: Dale-yes, Kay-yes, Ben-yes, Jim N-yes, Marilyn-yes
  - ii. Jim N made a motion to table a decision on installing new gutters for the 232 building until we have answers to the questions that were raised during discussion. Second by Kay. Vote: Yes/5, No/0
  - iii. Ben made a motion to accept the quote from EBSCO for the Learning Express Library 3.0 database at an annual cost of \$1,500. Second by Kay. A roll call vote was taken: Dale-yes, Kay-yes, Jim H-yes, Jim N-yes, Marilyn-yes. Ben made a motion to accept the quote from EBSCO for RAILS Package A which includes the databases: ConsumerReportsOnline.org, Consumer Health Complete, MasterFILE Premier, NoveList K-8 Plus, NoveList Plus, Small Engine Repair Reference Center, and the Vocational & Career Collection at an annual cost of \$3,168. Second by Kay. A roll call vote was taken: Dale-yes, Kay-yes, Jim H-yes, Jim N-yes, Marilyn-yes
  - iv. Jim N made a motion to change the date of our May regular board meeting from Monday, May 21<sup>st</sup> to Tuesday, May 22<sup>nd</sup> to accommodate anticipated absences. Second by Marilyn. Vote: Yes/5, No/0
- X. STANDING COMMITTEES
  - a. Finance – None
  - b. Technology – None
  - c. Facilities – None
  - d. Policy - None
- XI. DIRECTOR’S REPORT AND MONTHLY STATISTICS - Presented

XII. CLOSED SESSION – None

XIII. ADDITIONAL DISCUSSION

i. The annual book sale will be held July 12-14, 2018 during the community wide garage sale in Genoa.

ii. Jen requested 4/19, 4/23, 4/24, and 5/08 as vacation days.

XIV. ADJOURNMENT – The meeting was adjourned in due form at 8:02 pm.

**Next Meeting: May 22, 2018**