

**Genoa Public Library**  
Board of Trustee Meeting Minutes  
October 15, 2018

- I. CALL TO ORDER – Meeting was called to order at 7:03 pm by Board President Jim Hansen. Members present: Louisa McCarthy, Marilyn Belin, Ben Britz, Jim Newhall, and Kay Baker. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Marilyn moved to approve the agenda, second by Ben. Vote: Yes/6, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Louisa moved to approve the minutes from September 17, 2018, second by Kay. Vote: Yes/6, No/0
- VI. CORRESPONDENCE – None
- VII. TREASURER’S REPORT – Marilyn moved that we place \$22,153.27 on the record for audit. Second by Louisa. A roll call vote was taken: Kay-yes, Louisa-yes, Marilyn-yes, Jim H-yes, Ben-yes, Jim N-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.
- IX. NEW BUSINESS
  - i. Jim H made a motion to approve the amended Tax Levy Ordinance 18-04. Second by Marilyn. A roll call vote was taken: Kay-yes, Louisa-yes, Marilyn-yes, Jim H-yes, Ben-yes, Jim N-yes
  - ii. Jen shared that the GKHS Jazz Band would like to use our Event Room space to perform a 30-45 minute show on the night of Celebrate the Season on Friday, December 7, 2018. The Event Room is currently used for Letters to Santa, a craft, cookies, and has been offered to the Chamber to house any other activity that they might need space for with Crumpet’s closing. Jen suggested to the Board that the Jazz Band could use the Library itself for the concert and would close after the concert was done. Jen asked if there was any concerns from the Board if she proceeded with allowing the Jazz Band to use the library. There were no concerns raised and the Board agreed that she could proceed with her plan.
  - iii. Marilyn made a motion to approve the purchase of DVD browser pockets for our entire DVD collection to replace the plastic DVD cases that we currently use for circulation. Second by Louisa. A roll call vote was taken: Kay-yes, Marilyn-yes, Jim H-yes, Louisa-yes, Ben-yes, Jim N-yes
- 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 – Jen distributed copies of chapters 6-10 of the TRUSTEE FACTS FILE THIRD EDITION for members to read prior to next month’s discussion at our November Board meeting.
- XIV. ADJOURNMENT – The meeting was adjourned in due form at 7:53 pm.

**Next Meeting: November 19, 2018**