

Genoa Public Library
Board of Trustees Meeting Minutes
June 20, 2016

- I. CALL TO ORDER – Meeting was called to order at 6:35 p.m. by Board President Michele Dvorak. Members present: Marilyn Belin, Michele Dvorak, Sharon Campbell, Barb Bradford, Dale Pitstick, and Julie Leffelman. Member absent: Kay Baker. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA-Dale moved to approve the agenda, second by Marilyn. Vote: Yes/6 No/0
- III. PUBLIC COMMENT- None
- IV. CLOSED SESSION-Director Evaluation citing IL 2(c)(1)
Michele moved that the Board enter closed session at 6:36 p.m., second by Sharon. The Board discussed Jen Barton’s evaluation as director for the past year as well as staff salaries for the upcoming fiscal year. Closed session was adjourned at 8:16p.m.
- V. PRESENTATIONS- None
- VI. APPROVAL OF MINUTES –Sharon moved to approve, second by Dale.
- VII. CORRESPONDENCE
 - a. Heartland Bank sent a letter regarding pre-dormancy for the Government Grant Account.
 - b. Bill Prain donated the original of Robert Weiss’ birth certificate.
- VIII. TREASURER’S REPORT
 - a. Barb moved that we place \$15,865.73 on the record for audit. Second by Dale. A roll call vote was taken: Marilyn-yes, Dale-yes, Sharon-yes, Barb-yes, Julie-yes, Michele-yes
- IX. OLD BUSINESS
 - a. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items.
 - b. There was a discussion regarding the strategic planning board retreat.
 - c. Dale moved to approve the Meeting Room Policy with revisions, second by Marilyn. A roll call vote was taken: Marilyn-yes, Dale-yes, Sharon-yes, Barb-yes, Julie-yes, Michele-yes
 - b. Dale moved that Jen should go forward with the lowest bid for a HVAC maintenance contract and installation of central air conditioning for the apartments with funds from the Tort and Liability Fund, second by Barb. A roll call vote was taken: Marilyn-yes, Dale-yes, Sharon-yes, Barb-yes, Julie-yes, Michele-yes
- X. NEW BUSINESS
 - a. Sharon moved to approve Prevailing Wage Ordinance 16-01. Second by Dale, a roll call vote was taken: Marilyn-yes, Dale-yes, Sharon-yes, Barb-yes, Julie-yes, Michele-yes
 - b. Michele moved to raise wages: Jen-5%, Adrienne, Autumn, and Mark-3%. Second by Dale. A roll call vote was taken: Marilyn-yes, Dale-yes, Sharon-yes, Barb-yes, Julie-yes, Michele-yes
 - c. Sharon moved to approve overtime policy changes to the Employee Handbook to meet FLSA. Second by Dale.
- XI. STANDING COMMITTEES
 - a. Finance- none
 - b. Marketing and Communication-none
 - c. Technology-none
 - d. Facilities-none

- e. Policy-none.
- XII. DIRECTOR'S REPORT AND MONTHLY STATISTICS –presented
- XIII. CLOSED SESSION-none
- XIV. ADDITIONAL DISCUSSION-none
- XV. ADJOURNMENT- Meeting was adjourned in due form at 9:56 p.m.

Next meeting: July 18, 2016 at 7:00p.m.