

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

April 20, 2017

The meeting was called to order by President, Ron Mense, at 6:58 p.m. with the following Board Members present: Brett Clasquin, Ann Hart, Ron Mense, and Donna Reifschneider. Board members Jackie Billings and Steve Jines were absent. Others present were Library Director, Jenna Dauer and Recording Secretary, Linda Hill.

2. Citizen Comment

There was no citizen comment at this time.

The following items on the agenda (Items 3-6) were approved as a whole by vote under a consent agenda:

3. Approval of Minutes

Minutes from the March 16th, 2017 board meeting were reviewed.

4. Communications

4.1 Law Day Invitation

Law Day is April 28th at 7:30 am. The Director will not be attending.

4.2 Per Capita Award Letter

The District will receive the amount of \$3732.35 (\$.77644 per district resident).

5. Treasurer's report/Approval of bills

The March 2017 Treasurer's report was reviewed. The check registry to date was also reviewed.

5.1 Quarterly Financial Report

The Quarterly Financial report was reviewed. The Board had questions about the category labeled "Library Benefits". The Director will check on this with the bookkeeper and report back to the Board.

6. The Librarian's report

Director Jenna Dauer reported on the Retreat she attended. The Building Inventory is completed. The Handicap spot in the parking lot is done. The District is still waiting to hear back about the documents to be disposed of. Projected shredding date is April 30, 2017. The replacement parts for windows have all been ordered. Staff evaluations have been completed. The Director attended IHLS Member Day in Effingham. A new "Held Items" system is being tested. Chamber of Commerce directories have been printed. March events included a knitting class. A Healthy Eating class for adults and a children's painting class are scheduled for April and May, respectively. The Summer Reading Program Schedule is being developed. Statistics and Library Use Snapshot and Digital and Audiobooks Checkout Statistics were reviewed.

Motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Donna Reifschneider and seconded by Brett Clasquin. A roll call vote was taken:

Billings:	Absent
Clasquin:	Aye
Hart:	Aye
Jines:	Absent
Mense:	Aye
Reifschneider:	Aye

The motion was passed with 4 in favor and none opposed.

7. New Business

7.1 FY18 Non-Resident Fee Adoption (effective July, 2017)

A motion to adopt a Non-resident card fee of \$112 for FY18 was made by Donna Reifschneider and seconded by Ann Hart.

A roll call vote was taken:

Billings:	Absent
Clasquin:	Aye
Hart:	Aye
Jines:	Absent
Mense:	Aye
Reifschneider:	Aye

The motion was passed with 4 in favor and none opposed.

7.2 FY2018 Board Meeting Schedule Preview (will be voted on at the May 2017 Meeting)

The Board examined the proposed 2018 Board Meeting Schedule.

8. Board Concerns

There were no board concerns at this time..

9. Adjournment

Motion to adjourn was made by Donna Reifschneider and seconded by Ann Hart.

The motion was passed with 4 in favor and none opposed and the meeting was adjourned at 7:47 p.m.

Respectfully submitted,

Linda Hill
Recording Secretary