

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

February 15th, 2018

1. Call to Order/Roll Call

The meeting was called to order by President, Ron Mense, at 7:03 p.m. with the following Board Members present: Jackie Billings, Brett Clasquin, and Tony Gilbreth. Board Members Ann Hart 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 January 18th, 2017 board meeting were reviewed.

4. Communications

Board Member Brett Clasquin sent a note giving examples for wording for monetary donations to the library. The Smithton Senior Center sent the contract information for the Library usage for events. A letter from the Complete Streets Group was received giving information about a community walk/bike/run event.

5. Treasurer's Report/Approval of bills

The January 2018 Treasurer's Report was reviewed. The check registry to date was also reviewed.

6. The Librarian's Report

The Director reported on past and upcoming events. The Library will participate in the Complete Streets Group event by a sponsorship of \$50 and also by being a water station. The Director will be attending 2 conferences. The Library switched to AT&T for internet and phone service. Library Statistics and Usage figures were reviewed.

Motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Tony Gilbreth and seconded by Jackie Billings. A roll call vote was taken:

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

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

7. Old Business

There was no old business to discuss at this time.

8. New Business

8.1 Appointment of Board Freedom of Information Act (FOIA) Officer

Motion to appoint Tony Gilbreth as FOIA Officer was made by Ron Mense and seconded by Jackie Billings. The motion was passed with 4 in favor and none opposed.

8.2 Discussion of New Board Member Packet

The Board discussed the amount of information needed in the incoming board member packet.

8.3 Smithton Chamber of Commerce Main Street Banner Discussion

Motion to purchase Chamber of Commerce Banner for the Smithton Public Library District was made by Jackie Billings and seconded by Brett Clasquin.

A roll call vote was taken:

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

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

9. Board Concerns

The Director asked for input on how to advertise for the open Trustee position on the Board.

10. Adjournment

Motion to adjourn was made by Jackie Billings and seconded by Tony Gilbreth.

The motion was passed with 4 in favor and none opposed and the meeting was adjourned at 7:49 pm.

Respectfully submitted,

Linda Hill, Recording Secretary