

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

January 15, 2015

The meeting was called to order by President, Ron Mense, at 7:00 p.m. with the following Board members present: Jackie Billings, Brett Clasquin, Linda Kreher, Ron Mense, Donna Reifschneider, and Steve Jines. Board member Ann Hart was absent. Others present were Library Director, Jenna Nurnberger and Recording Secretary, Linda Hill. Country Financial representatives Mark Forcade, Deric Blaha, and Bryan Moody were present for the first part of the meeting.

2. Citizen Comment

There was no citizen comment at this time.

3. Library Insurance

Country Financial Services representatives presented and explained the District's current coverage and recent changes made to the policy. They answered board questions about the costs and reasons to add employee theft insurance and employment practices insurance. Board Member Brett Clasquin suggested the District use direct deposit and/or annual payment to avoid surcharges. The Director will investigate getting automatic withdrawal in place.

Motion to add Employee Theft Insurance and Employment Practices coverage was made by Donna Reifschneider and seconded by Jackie Billings. A roll call vote was taken:

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

The motion was passed with 6 in favor, 1 absent, and none opposed.

The following items on the agenda (Items 4-7) were approved as a whole by vote under a consent agenda:

4. Minutes

Minutes from the November 20th, 2014 board meeting were reviewed.

5. Communications

The Board viewed Christmas cards received from local businesses and thank you cards from Staff for their Christmas bonus gift cards.

6. Treasurer's report/Approval of bills

The November and December 2014 Treasurer's reports was reviewed. The check registry to date was also reviewed. The Board also reviewed a spreadsheet showing the District's six-month status as to budget monies/percentages spent. The Board expressed appreciation to the Director for this report.

7. The Librarian's report

The Director has applied for a leadership initiative. If selected, she will have 3 periods where she will have to attend meetings. She will cover expenses. The Board approved her absences for these events. The Annual Library Certification has been completed. Board members Ron Mense and Ann Hart filed petitions to be included on the next ballot for library trustee positions. The District's final distribution was received

on 12/12/2014 in the amount of \$14,280.33. Total distribution was \$200,318.58. Director Nurnberger asked if the Board would approve the District covering the cost of her attendance (\$50) at the Smithton Chamber Dinner on March 28, 2015. The Board approved this. The Smithton-Turner Hall Fish Fry is coming up. Board Member Steve Jines will verify the date for their week with Nina Harbison. Director Nurnberger will ask Staff and FOTL members if they will donate baked goods. Repairs have been made to the front window and roof. Donnie Becker told the Director that the roof shingles have maybe 5 more years in them. The Library has a new volunteer on Monday nights (Kathy Janik). The Director met with St. John's School Principal to discuss how to work the library card situation for kids who are not Smithton residents. The District received notice of the amount of \$6,008.75 to be given as the per Capita Grant for FY2015. 2015 Tax forms should be in soon. ILA has an upcoming Trustee Forum available to the Board Members on February 14th in Chicago. Planning for the annual Summer Reading Program is underway. Director Nurnberger asked the Board if they would cover her health insurance costs in lieu of a raise this year. This proposal will be discussed by the Personnel Committee. Upcoming January event is the beginning of the Winter Reading Program. Board members were reminded that they must have their Statement of Economic Interest filled out by January 31, 2014. February Events include the ILA Trustee Forum, Winter Reading Superhero party, and the conclusion of the Winter Reading program. December events included Holiday Safari Animal program with 72 in attendance and the Staff Holiday party. Library Statistics/Usage were reviewed. The Director asked if she should hold off on the purchase of a new circulation desk in case of building expansion. The Board has already okayed this purchase.

Motion to approve Agenda Items 4-7 as a whole under a consent agenda was made by Jackie Billings and seconded by Steve Jines. A roll call vote was taken:

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

The motion was passed with 6 in favor, 1 absent, and none opposed.

8. New Business

8.1 Discussion and Approval of updated Circulation Policy to include Video Games and Fishing Poles.

A motion to approve the changes in policy for Video Games and Fishing Poles, was made by Steve Jines and seconded by Donna Reifschneider. All were in favor and the motion was passed with 6 in favor, 1 absent, and none opposed.

9. Board Concerns

Board Member Donna Reifschneider expressed concern for the Staff who are dealing with a large amount of afterschool children in the library. The Board asked the Director to let them know if this becomes a problem and they can then discuss possible solutions.

10. Adjournment

Motion to adjourn was made by Jackie Billings and seconded by Donna Reifschneider and the meeting was adjourned at 8:46 p.m.

Respectfully submitted,

Linda Hill
Recording Secretary

Attachments: Circulation Policy Update
Librarian's Report