

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

September 21, 2017

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, Tony Gilbreth, Ann Hart, Ron Mense and Donna Reifschneider. Board member Steve Jines was 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 August 17th, 2017 regular board meeting and the Draft Budget and Appropriations hearing were reviewed.

4. Communications

Thank you/letters of appreciation were received from Sue Shelton and Louise Von Der Heide. The Director received a letter from the state requesting cash basis audits.

5. Treasurer's Report/Approval of bills

The August 2017 Treasurer's Report was reviewed. The check registry to date was also reviewed.

6. The Librarian's Report

Director Jenna Dauer presented the following reports/communications: 1)A Bidding email; 2)St. Clair Country Settlement report; 3)Total Budget/Actual Spending FY2017 report; 4)FY2017 Profit & Loss Statement; 5)FY2017 Transaction report; and 6)Summer Reading Program 2017 financial report. She also reported on ongoing progress in the SPLD/St. John the Baptist Catholic School agreement, that the IPLA has been submitted and that training has been completed. A new employee has been hired. Past and upcoming events were listed. Statistics and Library Use Snapshot was reviewed.

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

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

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

7. New Business

7.1 FY18 Per Capita Grant Requirement – Trustee Facts File Third Edition, Chapter 3, “Board Organization” Review

In fulfillment of the grant requirement, the Board reviewed and discussed the Chapter.

7.2 Discuss “Outreach – services provided by the Illinois State Library Literacy program” for FY2018 Per Capita Requirements

In fulfillment of the grant requirement, the Board reviewed and discussed the literacy programs available through the State Library.

7.3 FY18 Per Capita Grant Requirement – Continuing Education – *Safety in the Library* – Video Review and Discussion

In fulfillment of the grant requirement, the Board reviewed the video information.

8. Board Concerns

There were no Board Concerns at this time.

9. Adjournment

Motion to adjourn was made by Donna Reifschneider and seconded by Jackie Billings.

The motion was passed with 6 in favor and none opposed and the meeting was adjourned at 8:06 p.m.

Respectfully submitted,
Linda Hill, Recording Secretary