

**SMITHTON PUBLIC LIBRARY DISTRICT**  
**Board Meeting Minutes**  
**January 16, 2020**

The meeting was called to order by President Ron Mense at 6:57 p.m. with the following Board Members present: Brett Clasquin, Julie Crosby, Ann Hart, Ron Mense, and Steve Jines. Board member Tony Gilbreth was absent. Library Director Jenna Dauer, Citizen Donna Reifschneider, and Recording Secretary Linda Hill were also present.

**2. Citizen Comments**

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 November 21st, 2019 Board Meeting were reviewed.

**4. Communications**

The Board received Thank You notes from Staff members for their Christmas gifts. The Director received an email inviting Trustees to run for the IHLS Board.

**5. Treasurer's report/Approval of bills**

The November and December Treasurer's reports and check registries to date were reviewed.

**6. The Librarian's report**

The Librarian's Report was discussed with the Board. Items of note: Internet Hot spots have begun circulating and have been popular. Per Capita Grant Application for FY20 and FY19 Illinet Traffic Surveys have been submitted. The first payroll direct deposit has been successfully completed. The Director will be taking steps to become a Notary Public. Inventory of all Library items is almost completed. Library statistics were reviewed.

Motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Brett Clasquin and seconded by Ann Hart.

A roll call vote was taken:

Ron Mense	Aye
Ann Hart	Aye
Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Absent
Steve Jines	Aye

The motion was passed.

**7. Old Business**

7.1 Other

There was no old business at this time.

## 8. New Business

8.1 Statement of Economic Interest Names Submitted/DISCUSSION  
Board Member names have been submitted.

### 8.2 Appointment of Board Member/ DISCUSSION & APPROVAL

A motion to appoint Donna Reifschneider to complete former Board Member Jackie Billings' term of office was made by Steve Jines and seconded by Brett Clasquin.

A roll call vote was taken:

Ron Mense	Aye
Ann Hart	Aye
Brett Clasquin	Aye
Julie Crosby	Aye
Tony Gilbreth	Absent
Steve Jines	Aye

The motion was passed.

### 8.3 Other

There was no other business at this time.

## 9. Board Concerns

There were no Board Concerns at this time

## 10. Announcements

10.1 The next Board of Trustees meeting will be on Thursday, February 20, 2020 at 7 pm.

## 11. Adjournment

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

The motion passed and the meeting was adjourned at 7:34 pm.

Respectfully submitted,

Linda Hill, Recording Secretary