

Library Board Meeting Minutes

Monday
November 14, 2011
7:02

1. **Roll Call-** Dan Funke, Kendra Mork, Jo Walters, Tammy Carlyle, Denise Omli, Michelle Stewart, Jan McCrary, and Christine Gable
2. **Approval of Agenda-** Motion for approval by Jan, seconded by Denise. Approved 7/0
3. **Minutes of Regular Meeting October 10, 2011-** Adding submitted by Kendra, change in Executive session (a) Jan made a motion that an employee will be allowed to take an one time carryover of 66 hours of vacation into next year. Motion to approve presented by Denise, seconded by Jan with changes. Approved 5/0; 2 abstained.
 - a. **Approval of Special Meeting Minutes November 5, 2011-** Motion to approve by Michelle, seconded by Tammy. Approved 7/0.
4. **Correspondence and Communication-** None at this time.
5. **Librarian's Report-**
 - a. **Circulation Report-** Numbers seemed low, but it is October. New library cards are dropping. Interlibrary loan up because we are getting ready for book discussion next month. Attendance good, attributing it to good weather. City coming in to fix light that are out this week. Getting ready to start work on the roof. Everything is going good. One employee did quit, and we are down to just 4 employees.
6. **Financial Report-**
 - a. **Approval of October Reports-** Motion for approval by Michelle as presented, seconded Christy. Approved 7/0.
7. **Old Business**
 - a. **Meeting Date and Time-** Jo cannot meet on Thursday. Discussion tabled until next month.
8. **New Business**
 - a. **Budget Discussion and vote-** After presenting the budget and a short discussion over payroll and other small items the motion was made to approve the 2012 budget as present by Denise, seconded by Christy. Approved 6/1.
9. **As may be presented-** Tammy requested that everyone get a copy of the charter of the library, but we determined that it is part of the policy. She would like to review the policy.
10. **Adjournment-** Christy make a motion to adjourn, Jo seconds it. Approval 7/0.