

**Library Board Meeting
Minutes
Monday, December 14, 2015
8:05 PM**

1. **Attendance:** Dan Funke, Christy Gable, Vickie Luthi, Jan McCrary, Kendra Mork, Becky Phillips, Sandy Schindler, and Alexis Vincent. Absent: None
2. **Approval of the Agenda:** Dan makes a motion to approve the agenda, seconded by Sandy. Approved 7/0
3. **Minutes of the November 9, 2015 Meeting:** Dan makes a motion to approve the minutes from the meeting, Christy seconds. Approved 7/0
4. **Correspondence and Communication:** None
5. **Librarian's Report:** It was a pretty normal month. 2,000 down for checkouts for year. Plans under way for Harry Potter event during Christmas break.
6. **Financial Report:** Have received a check from the City, may get another one before the end of the year. Will be over budget on payroll, otherwise everything is fine. Alexis made a motion to approve financial report, Christy seconds. Approved 7/0
7. **Old Business:**
 - a. **Credit Card:** Up and running.
 - b. **Firewall/ Router:** It is in. Hardware is in, basic filtering is on. In January we will review how much filtering we want.
8. **New Business:**
 - a. **Budget review and vote:** After a short discussion, Dan made a motion to accept the budget as proposed, Becky seconds. Approved 7/0
 - b. **Capitol Improvement Transfer:** Alexis makes a motion that we transfer \$5,481.05 from the checking account to the Capitol Improvement accounts to be divided: Building & Grounds \$2,500, Computer \$1,981.05, and Furniture \$1,000, Christy seconds. Approved 7/0.
9. **As may be presented:** Dan made a motion to purchase \$50 gift cards for the staff, Christy seconds. Approved 7/0. Kendra presented the publicity plan.
10. **Adjournment:** Dan made a motion to adjourn, seconded by Alexis. Approved 7/0. Adjourned 8:45 pm.