

Library Board Meeting Minutes
Dec. 12, 2016
7:05 PM

1. Attendance: Kendra Mork, Alexis Vincent, Becky Phillips, Dan Funke, Lisa Fouts, Jan McCrary Ex: Vicki Luthi

2. Approval of Agenda: Motion made, to accept agenda as presented, by Becky and seconded by Lisa, approved 5/0.

3. Minutes: Minutes from the 11-14-2016 meeting was reviewed and Jan made a motion to accept, seconded by Becky. Approved 5/0.

4. Correspondence and Communication: None

5. Librarian's Report: Circulation Report: Numbers were good for the month. Staff worked hard to process in the new materials. We had 120 at the Mayor's Tree lighting. A copy of the new brochure was handed out. Kendra needs to speak to the Postmaster before printing.

6. Financial Report: Reviewed report, motion made by Alexis, and seconded by Becky to accept Financial Report. Approved 5/0.

Motion was made by Alexis to transfer 5% of the Ad Valorum funds to Capital Improvement Account. Funds to be divided equally to all three funds.

Seconded by Becky. Approved 5/0

7. Old business: Nothing to report.

8. New Business: Policy Manual: 7-8 Review – No changes needed.

9. Executive Session: 7:26 pm Dan requested an executive session. Jan moved to recess into executive session pursuant to discuss non-elected personnel matters to not include the Library Director for 5 minutes. Lisa seconded. Approved 5/0. The Library Board reconvened at 7:31. No binding action was taken.

Motion was made to approve pay raises according to the direction of the Board by Jan and seconded by Becky. The vote was approved. 5/0

10. As may be presented: Staff request for the lighting issue around staff parking be looked at for improvement.

11. Adjournment: Alexis made a motion to adjourn at 7:48, seconded by Becky. Approved 5/0.