

LILLIE M EVANS LIBRARY DISTRICT
MEETING OF THE BOARD OF TRUSTEES
December 8th, 2011 at 7:00 p.m.

The December meeting of the Lillie M. Evans Library District was called to order at 7:06 p.m. on Thursday, December 8th, 2011, by vice-president Gordon Newell. Present were: Director Beth Duttlinger, Diane Smith, Leslie Ptak, Gordon Newell, Delores Lutz, Ellen Cluskey, and Deb Givens. Gayle Johnson-Brackett was absent.

Comments or questions of the board - there were none.

Leslie Ptak made a motion, seconded by Delores Lutz, to approve the minutes of the November 10, 2011 board meeting. All ayes, motion carried.

Correspondence & Communications

Audit report - all was o.k.

Committee reports

Finance - none

House & Grounds - none

Policy

Video & DVD contract - This contract is no longer needed. The video/DVD contract will be put into the circulation policy instead.

Circulation policy - has been updated to include video and DVD's.

Routine Banking procedures - has been reviewed and o.k.

Authority to spend - has been reviewed and o.k.

Budget & Finance policy - has been reviewed and o.k.

Personnel - nothing to report

Financial report

Delores Lutz made a motion, seconded by Diane Smith, to approve the November expenditures. Roll Call: Diane Smith, aye, Leslie Ptak, aye, Gordon Newell, aye, Delores Lutz, aye, Ellen Cluskey, aye, and Deb Givens, aye. Motion carried.

Directors Report

Director Beth Duttlinger presented the Directors report. It will be on file at the library.

Friends of the Library

Delores Lutz reported that they had a meeting on Monday hoping that the three new recruits would come. No one came. Their next meeting is Feb. 13th, 2012. The gift card for the Christmas drawing went to Cheryl Goodin.

Unfinished Business

Holiday Homecoming - There were 100-150 people who came to the library during the Holiday walk. The library provided face painting, games, and cookies to all who attended.

Review of minutes of all closed sessions under open meetings act- We have reviewed and we have none.

New Business

Joint Board meeting in January - We will be having our joint board meeting with the Village Board and School board on January 19th, 2012 at 7:00 at the library. We will be having our Library board meeting at 6:00 prior to the joint meeting.

Review chapter in serving our public 2:0: Chapter 6 - access - We are doing well in all areas. By changing the DVD/video/magazines, there is more circulation. The library is making it easier to loan materials from other libraries, the hours of service are more visible to the public also.

Comments to guide future agenda

Agenda for joint board meeting - Harv's building, upcoming programs, grant, and Lincoln in 2014 are some of the suggestions given to use.

Adjournment - Ellen Cluskey made a motion, seconded by Leslie Ptak, to adjourn the meeting at 7:47. All ayes, motion carried.

The next meeting will be on January 19th 2012 at 6:00, with the joint board meeting following.

Respectfully submitted,

Deb Givens, Secretary