

Tolono Public Library
Meeting Minutes for
October 2, 2018

The meeting was called to order by the President Rebecca Morgan-Boyd @ 6:30 pm.

There were no public present for comments.

Karen Bojda of the Kemper CPA Group was present and explained the audit that had recently been performed.

No additional agenda items were added.

Joshua moved to accept the minutes of the September meeting as corrected. Christine seconded the motion.

Roll Call Vote:

Greg Boise – Yes; Pat Coombs – Yes; Karol Gaines – Absent; Joshua Mikeworth – Yes; Christine Schwenk – Yes; Mary Thweatt – Yes; Rebecca Morgan-Boyd – Yes
Motion passes: 6 Yes and 1 Absent

We reviewed the Treasurer's Report. Christine explained the investment options which she had been authorized to check into at the September meeting. Mary moved to accept the checks written and Pat seconded the motion.

Roll Call Vote:

Greg Boise – Yes; Pat Coombs – Yes; Karol Gaines – Absent; Joshua Mikeworth – Yes; Christine Schwenk – Yes; Mary Thweatt – Yes; Rebecca Morgan-Boyd – Yes
Motion passes: 6 Yes and 1 Absent

We reviewed the Library Director's Report for the previous month.

Old Business:

- (a) We reviewed the Trustee Attendance Policy to read "Trustees are expected to attend all meetings. Any trustee who is unable to attend a meeting shall contact the library to indicate that he or she will be absent. Due to the fact that a quorum is required for each meeting, the trustee should notify the library as far in advance as possible of the absence. The President or the board's designee shall follow-up with any trustee that is absent for three consecutive meetings or five meetings within a fiscal year to discuss the trustee's ability to fulfill the responsibilities of their position. Results of the conversation shall be taken back to the board for review of further action".

Mary moved to accept the Attendance Policy amendment. Christine seconded the motion

Roll Call Vote:

Greg Boise – Yes; Pat Coombs – Yes; Karol Gaines – Absent; Joshua Mikeworth – Yes; Christine Schwenk – Yes; Mary Thweatt – Yes; Rebecca Morgan-Boyd – Yes
Motion passes: 6 Yes and 1 Absent

- (b) We discussed the QSHERA plan for employee benefits. A subcommittee of the Finance Committee shall meet prior to the November 13 meeting. We will table the action until the November meeting.

New Business:

- (a) We discussed the Audit Report as presented. Pat moved the accept the audit report as presented. Christine seconded the motion.

Roll Call Vote:

Greg Boise – Yes; Pat Coombs – Yes; Karol Gaines – Absent; Joshua Mikeworth – Yes; Christine Schwenk – Yes; Mary Thweatt – Yes; Rebecca Morgan-Boyd – Yes

Motion passes: 6 Yes and 1 Absent

- (b) We have received Board of Review tax levy appeal from AFO Development and the Savoy (Goodwill) Station

- (c) We will discuss the Holiday Gift for the Staff at the November meeting.

Trustee Continuing Education: Janet discussed what she had learned that Association for Rural and Small Libraries Association meeting this past month. Janet and Diane had attended a conference on Homelessness and the Library's need for awareness. Janet and Bree attended IHLS Membership day. Janet reported that she had gleaned a lot of information from attending these conferences.

Next meeting will be November 13.

Meeting was adjourned @ 8:55 pm

Pat Coombs, Secretary