

MONDAY DECEMBER 16, 2019

7:00 P.M.

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

AGENDA

1. Roll call and declaration of quorum
2. Approval of last month's minutes
3. Visitors
4. Correspondence and communications
5. Standing committee Reports
  - a. Finance
  - b. Library Policy
  - c. Building and Grounds
  - d. Public Relations
  - e. Technology
  - f. Personnel
6. Financial report
7. Library Director's report
8. Old business
9. New business
10. Closed Session
11. Adjournment

Minutes

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

November18, 2019

**Present: Cheryn Sutton, Kim Knop, Mary Lynn Gerlach, Neal Haertling, Michael Minton,**

**Kelly Bury, Kevin Knop**

**Absent:**

**Staff Present:**

**Visitors Present:**

**Cheryn opened the meeting at 7:05 pm**

Kelly made a motion to accept the minutes and Kim seconded it. Motion carried.

**Correspondence:** None

Standing Committee Reports:

- a. **Finance** Mary Lynn made a motion for Michael to talk to Stephanie about shared costs. Kelly seconded. Mary Lynn aye, Kelly aye, Neal aye, Kevin aye, Kim aye, Michael aye, Sharon aye.

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- b. **Library Policy:**

C. **Building and Grounds:** Barringer Roofing will do roof replacement as soon weather permits.

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d. **Public Relations:** A box is to be put out asking for new books for the angel tree.

e. **Technology:**

f. **Personnel:** Mary Lynn made a motion to do Christmas bonus. Cheryn seconded. Sarah to receive \$100.00 gift card. The part time librarians are to receive \$50.00 gift cards. Barb our bookkeeper will also receive a \$50.00 gift card. Motion carried.

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6. **Financial Report:** E Rate Grant is done. Kim made a motion to pay the bills. Kevin seconded to pay the bills. Motion carried.

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**Library Director's Report:**

A. Staff and Staff Development:

B. Collection Management:.

C. Collaboration with Partners/Outreach

D. Administration

**Old Business:**

**New Business:**

**Adjournment:** Kevin made a motion to adjourn at 7:38. Kelly seconded it. Meeting adjourned.

**Respectfully submitted,**

**Mary Lynn Gerlach, Secretary**