Ella Johnson Memorial Public Library District
Regular meeting of the Board of Trustees
November 23, 2015

The regular hearing of the Board of Trustees of the Ella Johnson Memorial Public Library District was called to order at 7:36 p.m. by Board President, Barbara Brust. Present were trustees Lori Dreher, Judith Pokorny and Linda Wallace. Absent were trustees Patricia Dumoulin, Ryan Schaefer and Kathryn Tamms. Also present were Library Director, Emily Klonicki and Youth Services Manager, Dawn Cummins.

Changes/Corrections to the Agenda: None.

Questions/Comments—Public/Media: None.

Approval of Meeting Minutes: Motion Wallace, sec. Dreher to approve the minutes of October 26, 2015 with corrections. Voice vote to approve the motion; ayes carried the motion.

Treasurer’s Report: Motion Dreher, sec. Wallace to approve for payment the November bills in the amount of $39,297.08. Wallace- Y; Dreher-Y; Brust-Y; Pokorny- Y; Dumoulin-Absent; Tamms-Absent; Schaefer-Absent.

Director’s Report: Library Director, Emily Klonicki, reported that the FY 15 Audit has been completed and all is well. The final draft of the audit has been received with one recommendation: for the library to sign a Collateralized Deposit Agreement with Heartland Bank to insure amounts above $200,000. She added that there are now thirty-three computers available for patron use with two in storage, that plans for a Winter Reading Program are being finalized and that she continues to work on the Per Capita FY 2017 grant application and along with trustees Wallace and Dreher on health benefits options for employees. Director Klonicki is especially enthusiastic about an Arts Programming Partnership with D-300 in the Hampshire Elementary Schools.

Youth Services Report: Youth Services Manager, Dawn Cummins shared details about the Trunk or Treat event and special programs such as Friendship Pin Craft Day, the Annual Mini-Pumpkin Decorating, and the Diary of a Wimpy Kid Book Release Party. She announced that a Montessori-based early literacy program for infants through age 6, SOUNS, will begin at Ella Johnson in January. DVD cases for children’s materials have been changed to provide more storage space on the shelves.

President’s Report: None.
Unfinished Business: Motion Pokorny, sec. Wallace after final reading to approve Lending Agreement for Kindle, Lending Agreement for Kindle Fire, and Lending Agreement for Roku. Voice vote to approve motion; ayes carried the motion.

New Business:

A. Motion Brust, sec. Dreher to adopt Tax Levy Ordinance 215-11-01. Pokorny-Y; Wallace-Y; Schaefer-Absent; Dumoulin-Absent; Brust-Y; Dreher-Y; Tamms-Absent.

B. Motion Dreher, sec. Pokorny to approve an administrative closing of the Ella Johnson Memorial Public Library from the hours of 5:00-8:00 p.m. on December 31, 2015. Voice vote to approve the motion; ayes carry the motion.

C. First reading of Laptop Policy and Loan Agreement

D. Audit Representation Letter and Collateralized Deposit Agreement information was shared.

Executive Session: None

Action with Respect to Executive Session: None

Open Discussion: None

Adjournment: The meeting was adjourned by President Brust at 8:08 p.m.

Respectfully submitted,

Judith Pokorny, Secretary