Ella Johnson Memorial Public Library District
Minutes of the September 22, 2014 Regular Meeting of the Board of Trustees

The regular meeting of the Board of Trustees of the Ella Johnson Memorial Public Library District was called to order at 7:34 p.m. by Board president Barbara Brust. Present were Kate Tamms, Kristin Whaley, Barbara Brust, Lori Dreher, Luann Sarro, Linda Wallace and Judy Pokorny. Also present was Library Director Carol Schrey.

Changes/Corrections to the Agenda: None

Questions/Comments-Public/Media: None

Approval of Meeting Minutes of August 25, 2014: Motion Dreher, sec. Whaley to approve the minutes of the meeting of August 25, 2014. Voice vote to approve minutes as amended; ayes carry motion.

Executive Session: None

Action with Respect to Executive Session: None

Treasurer’s Report:
A. Motion Sarro, sec. Tamms to approve for payment the September 2014 bills in the amount of $20,166.15. Sarro – Y; Tamms – Y; Wallace – Y; Whaley – Y, Brust - Y; Dreher- Y, and Pokorny- Y.

Director’s Report: The internal library audit was completed on September 8 and 9 without any issues to report. The Burlington bookdrop replacement will cost approximately $4,000 - $4,500 to get a guaranteed no-rust model. This price does not include the labor to remove the old box, repair the current location of the box and installation of the new one. The employee manual will need to updated with a sentence regarding the expectation that employees follow the ethics ordinance, also the ethics ordinance with the ordinance number will be inserted into the appendix of the employee manual. Staff member Sarah Cano was recently promoted to circulation clerk.

President’s Report: President Brust watched the Bill and Linda Gates webinar on The Edge Initiative in accordance with the per capita grant requirements. President Brust shared the audit questions and responses she provided for the recently completed internal audit. Members of the Benefits Committee, Trustees Sarro and Dreher will need to meet to approve the minutes from the June 28, 2012 benefits committee meeting. President Brust would like Trustees Pokorny and Whaley to look at the collected director evaluations forms and tools to see which evaluation tool would work best for the Ella Johnson Library.

Unfinished Business: None

New Business:
A. Adopt Budget and Appropriation Ordinance 2014-09-01. Motion Tamms, sec. Pokorny to adopt Budget and Appropriation Ordinance 2014-09-01. Tamms – Y; Wallace – Y; Whaley – Y; Brust – Y; Dreher – Y; Pokorny – Y; and Sarro – Y.

B. Per Capita Grant Requirements
a. Review Chapter 7 Collection Management and Resource Sharing: Board reviewed checklist and agreed upon 100% of the items.
b. Discussion of Budget Analysis: Large purchases are closely examined and budget analysis is thoroughly discussed on a monthly basis.

C. Transfer unexpected funds FY2013-2014 to special reserve. Item has been tabled for now.

D. Appointment of Ethics Commission Members. Motion Dreher, sec. Sarro to re-appoint Chris Gaydos and Naomi Blackburn to the Ethics Commission for the term of 2 years. Voice vote to approve motion; ayes carry motion.

**Open Discussion:** The recent mum sale was a huge success. Petition for library board positions may begin September 23rd.

**Adjournment:** The meeting was adjourned at 8:40 p.m. by President Barbara Brust.

Respectfully submitted,

Marisa Struyk
Recording Secretary