

MINUTES
WOOD RIVER PUBLIC LIBRARY BOARD OF TRUSTEES

DATE: December, 21 2017
TIME: 6:00 PM
PLACE: Wood River Public Library

I. Call to Order / Roll Call / Pledge of Allegiance

Scott Miner, President, called the meeting to order at 6:00 PM.

Members present:

Nick Aguinaga
Mike Anderson
Phil Crause
Tracy Kennett
Scott Miner
Curtis Rainwater
Karen Weber

Members absent:

Rhonda Breslin
Cathi Stalcup

Others present:

Lindsey Herron- Library Director

A quorum was established.
The Pledge of Allegiance was recited.

II. Approval of Minutes

November 16, 2017 Regular Meeting

Motion made by Nick Aguinaga and seconded by Mike Anderson to approve the minutes as written.

A vote was taken. All ayes. Motion carried.

December 4, 2017 Special Board Meeting

Motion made by Karen Weber and seconded by Curt Rainwater to approve the minutes as written.

A vote was taken. All ayes. Motion carried.

December 8, 2017 Special Board Meeting

Motion made by Curt Rainwater and seconded by Nick Aguinaga to approve the minutes as written.

A vote was taken. All ayes. Motion carried.

III. Correspondence / Communications / Public Comment

The library has received several Christmas cards.

IV. Officers' Reports Presented

A. President

Curt said that he is still working on installing security cameras.

B. Vice President

C. Secretary

D. Treasurer

V. Committee Reports

A. Building & Grounds

The committee will be meeting soon and will discuss finding a maintenance company.

B. Personnel

C. Finance

D. Policy

The committee will be meeting in January with the Personnel Committee to review current and new policies

VI. Financial Matters

A. Approval of the December expenditure list

Motion made by Phil Crause and seconded by Tracy Kennett to approve the expenditure list. A roll call vote was taken. All ayes. Motion carried.

B. November 30, 2017 Financial Statements

Motion made by Mike Anderson and seconded by Phil Crause to approve the financial statements.

A roll call vote was taken. All ayes. Motion carried.

VII. Library Director's Report

- Pictures of patrons with library card signups will begin in 2018. This will help ensure that patrons are using the correct card.
- The giving tree was a great success.
- Cameras are needed outside of the Library as soon as possible; there have been a couple sightings of suspicious activity.
- The Library staff will be going through a mental health training program.
- The Fire Department came out to do a fire prevention survey; a few problems were found and are being addressed.
- Lindsey is looking into getting a new alarm system for the Library.
- The hot water heater will need to be replaced soon, it is 20 years old.
- Kane came out and fixed the gas smell coming from the basement.
- Lindsey is working on combining parcel numbers for the newly acquired land next door; she will also be working with the County to have it listed as tax exempt. Public works offered to knock down the structure, the Library will just need to provide the dumpsters. Lindsey has been in contact with the Police and Fire Departments to see if they can use the house for training.

- Public Works will be out to line the back parking lot.
- A homebound patron was removed from the program due to inappropriate behavior during a visit. The patron has since contacted Lindsey concerning the Libraries ADA compliance. We are waiting to hear from the Attorney and the Department of Justice before responding to the concerns.

VIII. **No Unfinished Business**

IX. **New Business**

A. **Closed minute review assignment**

Karen offered to review the closed minutes

B. **Approval of Sexual Harassment Policy**

Motion made by Karen Weber and seconded by Nick Aguinaga

A vote was taken. All ayes. Motion carried.

C. **Discuss installation of new door aids and emergency exit door**

Curt suggesting moving this to the top priority of the wish list given to the foundation, he will also be talking to Lowes to see if they can give a donation to cover the cost.

X. **ADJOURNMENT**

Motion made by Tracy Kenentt and seconded by Phil Crause.

A vote was taken. All ayes. Motion carried.

Adjourn the meeting at 6:32 PM.

Approved by the Board of Trustees at the Regular Meeting, January 18, 2018.