

**MINUTES**  
**WOOD RIVER PUBLIC LIBRARY BOARD OF TRUSTEES**

DATE: September 20, 2018  
TIME: 6:00 PM  
PLACE: Wood River Public Library

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

Nick Aguinaga, President, called the meeting to order at 6:00 PM.

Members present:

Nick Aguinaga  
Mike Anderson  
Tracy Kennett  
Sue Smith  
Cathi Stalcup

Members absent:

Rhonda Breslin  
Scott Miner  
Curtis Rainwater  
Karen Weber

Others present:

Katie Russell- Assistant Library Director  
Tom Stalcup- City Council Ex-Officio  
Cheryl Maguire- Mayor

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

**II. Approval of Minutes**

**August 16, 2018 Regular Meeting**

Motion made by Tracy Kennett and seconded by Sue Smith to approve the minutes as written.  
A vote was taken. All ayes. Motion carried.

**III. Correspondence / Communications / Public Comment**

Scott Minor resigned from the board, Joe Freeman will be his replacement.

**IV. No Officers' Reports**

**V. Committee Reports**

Building and Grounds-The water heater has been replaced and the leak in the ceiling has been repaired.

Karen Weber 6:27

**VI. Financial Matters**

**A. Approval of the September expenditure list**

Motion made by Tracy Kennett and seconded by Nick Aguinaga to approve the expenditure list.

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

**B. August 18/19 Financial Statements**

Tracy Kennett reviewed the financial statements, gave the board the bank balances as of September 20, 2018.

**VII. Library Director's Report**

- The JetPay point of sale terminal is up and running.
- The Library has a Sam's Club membership so they can buy vending items at a lower price.
- Geissler came to fix the roof; they said the windows had not been caulked properly.
- The push bar on the employee door came off, Belle Street Key came out to repair it.
- The water heater has been replaced.
- Ameren will be replacing all of the fluorescent lights with LED lights for free.
- 3 new clerks and 1 new page have started.
- The luggage drive has brought in over 100 bags. Corey Murphy from Riverbend Outdoor Tree Service donated almost 20 bags and Rustic Roots has agreed to be a drop off site.
- The mental health first aid class had 23 attendees. And the Library will offer a
- There will be a suicide prevention class in October.
- The Harry Potter party will be in October.
- 1,000 Books Before Kindergarten has started through Beanstack.
- The Library has a winter reading program ready to go.

**VIII. No Unfinished Business**

**IX. New Business**

**A. Approve Circulation Policy**

Motion made by Sue Smith and seconded by Mike Anderson.

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

**B. Approve Benefits section of Personnel Policy**

Motion made by Cathi Stalcup and seconded by Sue Smith.

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

**C. Approve Hours of Operation section of Policy Manual**

Motion made by Tracy Kennett and seconded by Mike Anderson.

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

**X. ADJOURNMENT**

Motion made by Tracy Kennett and seconded by Cathi Stalcup.

A vote was taken. All ayes. Motion carried.

Adjourn the meeting at 6:44 PM.

***Approved by the Board of Trustees at the Regular Meeting on October 18, 2018.***