

**Glen Carbon Centennial Library District
Board Meeting Minutes
Tuesday, November 27, 2018 at 7:00 p.m.
Conference Room**

Call to Order: 7:01 p.m.

Roll Call: Kathy Dortch, Robert Hormell, Kevin Tellor, Deborah Owen, and David Boduch and Amy Gabriel. David Klingensmith absent with notice

Christine Gerrish (Director)

Motion to accept the Annual audit report as submitted by C. J. Schlosser & Company, L.L.C. made by Robert Hormell and seconded by David Boduch. Motion approved unanimously.

Motion to approve the appointment of Robert David Klingensmith as Trustee made by Robert Hormell and seconded by Deborah Owen. Motion approved unanimously.

Accept or correct following minutes:

- Motion to accept the October 18, 2018 Board Minutes as corrected by Deborah Owen and seconded by Robert Hormell. Motion carried unanimously.

Communications – Illinois Suburban Journal notes on events, Intelligencer articles on upcoming programs and thank you note from Mrs. Mullin's 3rd grade class.

Director's Report – Christine Gerrish

- Lighting update
- Long range plan – discussion of more Board involvement in taking the draft to fruition
- Motion to have staff training day on January 4, 2019 made by Amy Gabriel and seconded by David Boduch. Motion carried unanimously.

Treasurer's Report – David Boduch

- Motion to approve the October 2018 Financials of \$41,034.23 made by Robert Hormell and seconded by Amy Gabriel. Roll Call: Kathy Dortch, Kevin Tellor, Deborah Owen, David Boduch, Amy Gabriel and Robert Hormell. Motion carried unanimously.
- Motion to approve the October 2018 transfers of Social Security = \$1,211.92, IMRF = \$1,310.11, Building = \$1,959.72, Insurance = \$1,349.12, Audit = \$300 and Grants = \$0 made by Robert Hormell and seconded by Deborah Owen. Roll Call: Kathy Dortch, Kevin Tellor, Deborah Owen, David Boduch, Amy Gabriel and Robert Hormell. Motion carried unanimously.
- Motion to approve the end of year transfer of \$83,659.23 into the Reserve account made by Robert Hormell and seconded by David Boduch. Roll call: Kathy Dortch, Kevin Tellor, Deborah Owen, David Boduch, Amy Gabriel and Robert Hormell. Motion carried unanimously.

Personnel Committee – Deborah Owen

- Motion to go into closed session at 7:48pm by Amy Gabriel and seconded by Kevin Tellor. Motion carried unanimously. Librarian asked to leave the room.

Unfinished Business –

- Copier – no action from the Board awaiting future more formal responses from Konica

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- Letters to patrons (different letters to existing patrons as opposed to Glen Carbon resident non-patrons)

New Business –

- Motion made by Amy Gabriel and seconded by Kevin Tellor to approve the revised wording of the study room policy relative to Lidded beverages. Motion approved unanimously.
- Disposal of Surplus Policy revisions motion made to approve by Amy Gabriel and seconded by Deborah Owen. Roll call: Kathy Dortch, Kevin Tellor, Deborah Owen, David Boduch, Amy Gabriel and Robert Hormell. Motion carried unanimously.
- Committee assignments
- Motion made to keep all closed minutes from July 25, 2005 through April 12, 2018 made by Robert Hormell and seconded by Kevin Tellor. Motion carried unanimously.
- Reviewed Illinois Standards Chapter 8 – Public Service
- Reviewed Trustees Facts File Chapters 6-10

Adjournment –

Motion to adjourn the meeting at 9:20 p.m. made by Kevin Tellor and seconded by Deborah Owen. Motion carried unanimously.

Date for next Regular Meeting – January 15, 2019