

**BROWN COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
Nov 14, 2018 6:00 p.m.**

President Tracy opened the meeting at 6:00. **Present:** Jeremy Flynn, Julie Padgett, Heidi Scott, Margaret Scranton, Mervin Sorrells, Catherine Tracy, Director Richard Young. Linda Wade came at 6:25.

No public comment.

Marketing/Events (G Haschemeyer). Activities as presented on the attached report. She has her busy schedule of activities readied for the remainder of the year.

October 17, 2018 minutes were approved as printed; motion by Flynn, second by Padgett.

October 29, 2018 Personnel Comm minutes were approved, motion by Padgett, second by Scranton.

October 30, 2018 emergency board meeting minutes approved, motion by Tracy, second by Flynn.

November 2018 bills were unanimously approved; motion by Scranton, second by Scott.

October 2018 Financial Statement (Budget Analysis) was presented by Young.

DIRECTOR'S REPORT: (Young) See attached report.

Monthly Statistics: Numbers are still going up! Hoopla subscribers hit 100! See attached report.

COMMITTEE REPORTS

Finance: Motion by Tracy, second by Sorrells, to authorize Scott to reinvest the existing CD monies of \$129,686.44, with additional funds from the Special Reserve Fund to equal \$150,000; and \$100,000 of the Donor Restricted Fund, into 2, 1 year CD's. Motion carried, with Flynn abstaining.

Personnel: Motion by Tracy, second by Flynn, to allow the committee to proceed with the filling of the Circulation Librarian position, using a starting salary of \$10. Motion carried.

OLD BUSINESS

Property Acquisition Update: Tracy reported that the closing date for the purchase of the Clinard properties on South and Southwest Cross Streets is December 13, 2018. Contract was prepared by Attorney Ryan Parker, pro bono. The closing will be Dec 13, 2018.

Trustee Candidate Petitions for the April 2, 2019 election are due to Scranton by December 10.

NEW BUSINESS

To meet the **Trustee requirements for the Per Capita grant** (due 1/15/19), each were to read chapters 6 - 10: Flynn, yes; Padgett, yes; Scott, yes; Scranton, yes; Sorrells, Tracy, yes; yes; Wade, yes.

Motion by Flynn, second by Sorrells, authorizing payment of **December 2018 bills**, unanimously carried.

Motion by Scranton, by second Padgett, to **hire John Tribbey, CPA**, to complete the **Annual Financial report** (AFR) to the State Comptroller, motion carried.

2019 **Employee wages**, effective December 1, 2018; 2018 **bonuses**, motion by Scranton, second by Padgett.

Faye Madsen, \$10.30; \$250 bonus

Janet Keyes, \$10.30; \$250 bonus

Grace Haschemeyer, \$10.30; \$250 bonus

Richard Young, \$32,550; \$600 bonus

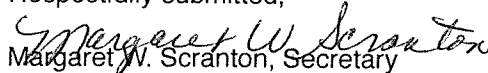
Flynn, yes; Padgett, yes; Scott, yes; Scranton, yes; Sorrells, yes; Tracy, yes; Wade, yes. Motion carried.

Other: **IL Dept of Employment Security** form received re Alyssa McCoy.

Next meeting - January 16, 2019, at 6:00 p.m.

Adjourned at 7:15.

Respectfully submitted,


Margaret W. Scranton, Secretary