

Manteno Public Library District
Regular Board Meeting Minutes
Tuesday, April 18, 2017
7:00 p.m.

President E. Brouwers opened the meeting. Present members: P. Tovo, C. Hollenbeck, N. Wheeler, G. Dodge, A. Henderson, and Director, J. Lockwood. Absent: N. Shear

There were no agenda changes.

Approval of Minutes: N. Wheeler moved to approve the minutes as corrected. G. Dodge seconded. Unanimous.

Approval of Financial Report: After reviewing the report, G. Dodge moved to approve the financial report as presented. C. Hollenbeck seconded. Unanimous.

Public Comment: No members of the public attended the meeting.

Director's Report: The board reviewed the director's report and updates from the Youth Services and Adult Programming Departments. Highlights included: a meaningful Atlas Directors' Retreat, the FOL Cookbooks, and a successful FOL fundraiser with small planters. Thank you to ACE for donating the flowers! Summer Reading plans are well underway, and the inaugural puzzle swap was well-received. Book Bingo is another high-interest activity, and the Seed Saving program promises to be interesting and informative.

Unfinished Business:

- A. The board reviewed the updated Personnel Handbook per P. Lenzini's recommendation. The board tabled the issues until all revisions are complete.
- B. Budget and Personnel Committee schedules are on hold until PTELL data is available.
- C. Economic Interest forms must be submitted by the May 1, 2017 deadline.
- D. The KALA dinner was fun, and J. Regan was pleased to be honored. Numbers overall are down, and a committee is looking into strategies to increase attendance.

New Business:

- A. C. Hollenbeck moved to approve a reimbursement request for \$16.97 for a dinner bill from the Atlas Retreat. P. Tovo seconded. Unanimous.
- B. The board reviewed policies related to the Study Room, Reference and Readers Advisory, and Residency. No changes were needed in these policies. G. Dodge moved to keep the policies as stated. N. Wheeler seconded. Unanimous.
- C. E. Brouwers moved to accept the Identity Protection Policy as presented. A. Henderson seconded. Unanimous.

No Correspondence was reviewed.

Anticipated Items:

Budget

Additional information regarding duct cleaning

Personnel Handbook

Water issue

G. Dodge moved to adjourn at 8:30 p.m. A. Henderson seconded. Unanimous.

Respectfully Submitted,

Ami J. Henderson

Secretary pro tem