

Your Home Public Library Board of Trustees Meeting

Meeting Minutes: Thursday, October 12, 2017

Attendees: Director Lainhart, D. Bartlow, R. Deemie, E.D. Knight

Absent: S. Maximiek

Call to order: 5:45 p.m.

Receiving of Guests: June Adamek, Cindy Micholachak

Approval of Minutes from September 2017 meeting: Motion to accept R.Deemie/seconded E.D. Knight. Approved

Communications /Correspondence: None

Approval of Claims and Budget: Motion to approve R. Deemie/seconded E.D. Knight.

Library Director's Report

President's Report

Committee Reports: Finance – E.D. Knight reported that the 2018 – 2019 library budget will be tight and that the creation of a Reserve Fund to target retirement pay-outs and building maintenance must be a top priority.

Old Business: D. Bartlow reported that a letter was sent to Natassia Enright recognizing her for her effective leadership during the months that she spent as Interim Director. A copy of this letter was placed in her personnel folder.

New Business: Cindy Micholachak (newly hired Accounts Clerk) was introduced to the board by Director Lainhart. A discussion regarding the most efficient process to pay bills took place. The Director's Report included the necessity for Library Policies to be reviewed and updated and the need for a 5-year strategic plan to be developed and followed. June Adamek was introduced to the board by President Knight. June submitted an application to be considered for the vacant board position. The board presented June with questions re her background, experience and interest in library affairs. Motion to accept June Adamek as a Library Board Trustee, D. Bartlow/seconded R. Deemie. Motion carried. President Knight and Director Lainhart plan to meet with Mayor Deemie within the next two weeks to discuss the

relationship of the library building/grounds with the village. Lainhart/Knight will report the outcomes of this meeting at the next board meeting.

Meeting adjourned 7:05 p.m. Motion by D. Bartlow/seconded R. Deemie.

Respectfully submitted,
Diane Bartlow