

Genoa Public Library
Board of Trustees Meeting Minutes
September 18, 2017

- I. CALL TO ORDER – Meeting was called to order at 7:05 p.m. by Board Vice-President Jim Hansen. Members present: Marilyn Belin and Jim Newhall. Members Absent: Dale Pitstick and Kay Baker. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA- Marilyn moved to approve the agenda, second by Jim N. Vote: Yes/3 No/0
- III. PUBLIC COMMENT- None
- IV. PRESENTATIONS-The Board discussed the material from Shaw Media regarding their Digital Marketing packages for businesses that Jen provided and decided against.
- V. APPROVAL OF MINUTES – Marilyn moved to approve the minutes from August 21, 2017, second by Jim N. Vote: Yes/3 No/0
- VI. CORRESPONDENCE - None
- VII. TREASURER’S REPORT
 - a. Marilyn moved that we place \$50,671.99 on the record for audit. Second by Jim N. A roll call vote was taken: Jim H-yes, Marilyn-yes, Jim N-yes
- VIII. OLD BUSINESS
 - a. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items.
 - i. Jen shared the progress being made on the building maintenance plan.
 - ii. Jen presented the Programming Plan for FY18 that was completed as part of the library Strategic Plan and as a personal fiscal year goal.
 - b. Board members were encouraged to continue looking for candidates to fill our two vacant Board seats.
- IX. NEW BUSINESS
 - a. Jim H moved to approve Tax Levy Ordinance 17-04. Second by Marilyn. A roll call vote was taken: Jim H-yes, Marilyn-yes, Jim N-yes
 - b. Jim N moved to approve Board Meeting Ordinance 17-05. Second by Jim H. Vote: Yes/3, No/0
 - c. Jim N moved to approve Holiday Closures Ordinance Addendum to 17-05. Second by Jim H. Vote: Yes/3, No/0
 - d. Marilyn made a motion to purchase the Fortinet 60-D Firewall as presented by Jen in the amount of \$599.99. Second by Jim N. A roll call vote was taken: Jim H-yes, Marilyn-yes, Jim N-yes
 - e. Jim N made a motion to purchase the items as presented by Jen for the children’s area utilizing the book sale proceeds for a total of \$476.31. Second by Jim H. A roll call vote was taken: Jim H-yes, Marilyn-yes, Jim N-yes
- X. STANDING COMMITTEES
 - a. Finance- none
 - b. Marketing and Communication-none
 - c. Technology-none
 - d. Facilities-none
 - e. Policy-none.

- XI. DIRECTOR'S REPORT AND MONTHLY STATISTICS –presented
- XII. CLOSED SESSION - None
- XIII. ADDITIONAL DISCUSSION
 - a. Library Director Jen Barton informed the Board that Alyssa Hanchar had been hired to fill the vacant Youth Services position and that staffing levels have been brought up to standard.
- XIV. ADJOURNMENT- Meeting was adjourned in due form at 8:09 p.m.

Next meeting: October 16, 2017 at 7:00 p.m.