

HENRY PUBLIC LIBRARY
Board of Trustees Meeting
May 8, 2017
6:30 p.m.

Present: A. Anderson, S. Anderson, Child, Hunt, Nauman, Owens, Robison, Swartz and Wild
Absent: Alvin

I) The meeting was called to order by J. Nauman at 6:31 pm.

II) Public Comments - None

III) Minutes (Including any presented committee minutes) S Anderson moved that the minutes of the April 10, 2017 board meeting be accepted as presented. Owens seconded. Motion passed.

IV) Treasurer's Report – The treasurer's report was reviewed. J. Nauman filed the report for audit.

V) Committee Reports

A) Building & Grounds – Robison presented that the work on the rear hill had been completed.

Robison will remind Hartwig Heating about the air conditioner replacement that was requested last year.

B) Finance – No Report.

C) Long Range Planning – No Report

D) Automation – No Report

E) Personnel – The committee conducted the librarian review at 6:00. A meeting has been scheduled for 6:00 on June 12 to work on 2017/18 goals.

F) Grants – No Report

VI) Old Business

A) Wild reported on the Summer Reading Plan. Currently there are 4 confirmed programs. Ronald McDonald will kick off the program on May 30. Wild currently is working with 4-H to see if they can provide a robotics program on June 13.

Alternatives are another robotic program which Nauman has a contact with, the local puppets team, or a craft and music program (these are in order of preference). It will be finalized by the May 17 so that brochures can be printed and distributed to HSGS.

B) Wild presented that the University of Illinois Extension Service presented the second program in their series. These programs will be on the 3rd Tuesday at 6:30 (21 March, 18 April, and 16 May) on a variety of nutrition topics

C) Wild presented a final copy of the Local Government Travel Expense Act Policy. Robison moved that we adopt the Local Government Travel Expense Act Policy. Child seconded. Motion passed.

- D) Wild has developed a theme of Farming for the fall programs. She is still working on an overall title. All four programs are confirmed. The overall program is estimated to cost \$1600.

VII) New Business

- A) Hunt presented a preliminary budget. Salary recommendations were also presented. There was discussion about the coming budget. There was a consensus that more time was required to study the budget. A final budget will be presented at the June meeting.
- B) Wild presented the FY2018 Non-Resident Card fee. Swartz moved that we adopt the policy. Child seconded. Motion passed.
- C) The board has decided to hire an outside agency to perform routine accounting functions, including bill payment, payroll, and monthly reports. Robison moved that Shelley Schreiber perform these duties as an independent contractor. Child seconded. Motion passed. A job description with duties will be developed.

VIII) Librarian's Report

- A) Statistics - See attached Schedule.
- B) Gifts –
- C) Meetings, etc - See attached scheduled C
- D) Updates (HPL, RAILS, RSA, etc)

IX) Meeting was adjourned at 7:51 pm. Next Meeting scheduled for June 12, 2017.

Sandra Anderson
Secretary