

**HENRY PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**October 12, 2015**  
**6:30 p.m.**

**Present:** Alvin, S. Anderson, Child, Hunt, Nauman, Owens, Robison, and Wild  
with A. Anderson (guest)

**Absent:** Swartz

- I) **Call to Order:** The meeting was called to order by Alvin at 6:32 p.m.
- II) **Public Comments:** None.
- III) **Minutes (Including any presented committee minutes):** Owens moved and S. Anderson seconded that the minutes of the September 14, 2015 meeting be approved as presented.

**ADDITIONS TO AGENDA:** None

- IV) **Treasurer's Report:** Alvin questioned an "Office Equipment and Supplies" charge of \$893.67. Hunt and Wild to follow up on explanation.  
Reviewed Treasurer's Report and filed for audit as presented.  
NOTE: On October 13, 2015, Wild sent the following message to the board members—"In the September 2015 monthly report, a Penworthy bill was attributed to Supplies rather than Books."
- V) **Committee Reports:**
  - A. **Building & Grounds – Robison:** Plans are in place to remove the shelves from the basement on Tuesday, October 13, 2015. Wild will tear down and have the remaining shelving ready for pick up.
  - B. **Finance – Hunt:** Reported that tax money is put towards the operation of the library and this amount is not the same year to year.
  - C. **Long Range Planning – Alvin: None**
  - D. **Automation: None**
  - E. **Personnel: None**
  - F. **Grants: None**
- VI) **Old Business:**
  - A. **ILL Policy** This documents current procedures in writing. Steps are 1) Reading and 2) Approval at the following meeting. Please email changes and suggestions to Elizabeth. A vote will take place in November.
- VII) **New Business:**
  - A. **Walk Around:** This was postponed until the shelving units are removed. Planned for the November 2015 meeting.

- B. Program chairs:** Owens accepted Personnel chair and announced meeting on November 9, 2015 at 6:00 p.m. (prior to the Board Meeting). Child accepted Grants chair.

**VIII) Librarian's Report:**

- A. Statistics:** See attached schedule "A."
- B. Gifts:** See attached schedule "B."
- C. Meetings, etc.:** See attached schedule "C."
- D. Updates (HPL, RAILS, RSA, etc.):** Kelly has given notice that she will be leaving her position at the library. Wild has advertised the position in the Henry News Republican for October 14, 2015 for Library Assistant II after a discussion with Alvin.

**IX) Next Meeting November 9, 2015.**

Alvin declared meeting adjourned at 6:52 p.m.

**J. Nauman**  
**Secretary**