

MANHATTAN-ELWOOD PUBLIC LIBRARY DISTRICT BOARD MINUTES

February 22, 2016

The regular meeting of the Board of Trustees, Manhattan-Elwood Public Library District was called to order at 4:30 p.m.

ROLL CALL:

Present (voting member):
Sharon Gill, Robert Braam,
Keri English, Chris Sunday
Chris Boeringa

Not Present:
Kim Ciuffini

Library Staff:
Ashley Hopper, Director
Nicole Silberman, Admin. Assistant

CHANGES TO AGENDA: None

PUBLIC COMMENT: No public in attendance

AUDIENCE TO VISITORS: None

MINUTES: Approved as written

CORRESPONDENCE: None

FINANCIAL REPORTS: Filed for audit

DIRECTOR'S REPORT: The book drop receptacle in Elwood was repainted and lock was replaced in an effort to prolong replacing the rusted unit. The phone system upgrade has been successfully completed and all phone functions are working again. Director Hopper attended the strategic planning meeting in Elwood on Saturday, Feb. 20 and discussed the possibility of the library working with the school in bringing programs for students and parents to the school.

PAYMENT OF SPECIAL BILLS: None

COMMITTEE REPORTS:

Bylaws Committee: Bylaws committee will meet immediately following this board meeting.

Serving our Public: Chris Sunday reviewed and discussed Chapters 7 (Collection Management and Resource Sharing) and 8 (Public Services: Reference and Readers' advisory). Trustee Davis will review Chapters 9 and 10 for March meeting.

NEW BUSINESS:

Parking Lot Update: Still waiting for billing discrepancies between contractor and engineering firm to be resolved before final payment is made.

Banking Changes: Motion was made by Treasurer English and seconded by Trustee Davis to invest in a 24 month CD at Heartland Bank in Elwood, IL. Motioned passed unanimously with a roll call vote.

State of the Village: Dinner and presentations will take place on Feb. 25 where President Gill will speak on behalf of the library.

Irish Fest Mini Golf: Saturday, March 5 from 11:30am-2pm after the Irish Fest parade.

Personnel Policy Review: Discussed hiring Management Association, a human resources firm, to review our current personnel policy and provide legal advice at a cost of \$2500. Vice President Braam motioned and Trustee Boeringa seconded the motion to proceed with consultation. Motion passed unanimously with a roll call vote.

AUDIENCE TO VISITORS: None

ADJOURNMENT: 5:18pm

Respectively submitted,

Nicole Silberman, Administrative Assistant