

MANHATTAN-ELWOOD PUBLIC LIBRARY DISTRICT BOARD MINUTES

June 27, 2016

The regular meeting of the Board of Trustees, Manhattan-Elwood Public Library District was called to order at 4:42 p.m.

ROLL CALL:

Present (voting member):

Sharon Gill, Kim Ciuffini
Chris Sunday, Chris Boeringa

Not Present:

Robert Braam
Keri English, Kelly Davis

Library Staff:

Ashley Hopper, Director
Nicole Silberman, Admin. Assistant

CHANGES TO AGENDA: None

PUBLIC COMMENT: None

AUDIENCE TO VISITORS: None

MINUTES: Approved as written

CORRESPONDENCE: Received thank you note from Operation Care package for having teens help with recent project.

FINANCIAL REPORTS: Filed for audit

DIRECTOR'S REPORT: The library received per capita grant in the amount of \$10,149.01. Director Hopper also discussed recent staff changes.

PAYMENT OF SPECIAL BILLS: None

COMMITTEE REPORTS:

Budget – The Budget committee recommended approval of 2017-18 Tentative budget, which includes an adjustment as per the increase in EAV. It was seconded by Secretary Ciuffini and passed with a unanimous roll call vote. Also, committee recommended approval of amendment to 2016-17 Working budget to change line item to read “grants” rather than “per capita grant” and add the line item “building fund” under expenses. It was seconded by Trustee Boeringa and passed with a unanimous roll call vote.

Personnel Policy – personnel policy was amended to include statement that employees are not to perform any work duties after hours or off the clock. Secretary Ciuffini motioned and Trustee Sunday seconded the motion to approve the amended policy. Motion passed unanimously.

NEW BUSINESS: None

AUDIENCE TO VISITORS: None

ADJOURNMENT: 5:15pm

Respectively submitted,

Nicole Silberman, Administrative Assistant