

MANHATTAN-ELWOOD PUBLIC LIBRARY DISTRICT BOARD MINUTES

November 26, 2018

The regular meeting of the Board of Trustees, Manhattan-Elwood Public Library District was called to order at 4:29 pm.

ROLL CALL: Present: (voting members): Sharon Gill, Robert Braam, Kim Ciuffini, Keri English, Chris Boeringa, Jan Krekel, John Burke
Library staff: Ashley Hopper, Director; Nicole Silberman, Admin. Assistant

CHANGES TO AGENDA: None

PUBLIC COMMENT: None

AUDIENCE TO VISITORS: None

MINUTES: Minutes from October 22, 2018 meeting were approved as written.

CORRESPONDENCE: None

FINANCIAL REPORTS: Filed for audit

DIRECTOR'S REPORT: Some of the new lighting fixtures still need final adjustments. There has been a delay in the new shelving for Kids' department so looking into possibly going with a different vendor. The library will be participating in the Christmas Lighted Parade on Saturday, December 1st, with a decorated float being pulled by Rich with Autumn Ridge Landscaping. We recently had brochures created and printed with library information and book recommendations for each grade level that will be provided to all classrooms in Manhattan and Elwood. Director Hopper discussed upcoming winter reading program and possible local sponsorships.

PAYMENT OF SPECIAL BILLS: None

COMMITTEES:

Serving our Public: Trustee Burke reviewed and discussed Chapter 3 (Personnel) and Chapter 4 (Facilities). Treasurer English will review Chapters 5 and 6 for January meeting.

Unfinished Business:

Carpet replacement: After receiving approval last month, the proposals received to replace carpet squares at entrances came in higher than expected. Treasurer English motioned and Trustee Burke seconded the motion to approve replacing the carpet squares at a cost not to exceed \$3600. Motion passed with 6 yay votes with 1 abstention.

ADJOURNMENT: 5:07 pm

Respectively submitted,

Nicole Silberman, Administrative Assistant