

**River Valley District Library
Board of Trustees
Meeting Minutes April 16th, 2018**

- I. Call to Order by David Brooks at 5:30 pm. In attendance were Trustees Jill Schutts, Butch Hugart, Linda Warren, Barb Brandt, and Laura Andrews, Interim Director Teri Schwenneker, staff member Cathy Lechtenberg, and Director of Cordova Library Karen Lonegran. Absent was Trustee Gary Bohms.
- II. March 19, 2018 Minutes—were reviewed. First motion to approve made by Linda. Motion approved.
- III. Financial Reports—were reviewed and filed for audit.
- IV. Public Comments N/A
- V. Director’s Report—Highlights were shared by Teri Schwenneker. The Easter Egg hunt was postponed a week due to weather and was well attended. The Friend’s Plant Sale is scheduled for Mother’s Day weekend. The DVD’s through letter “C” have been moved into sleeves. The local radio station is looking for donations of old magazines, paperback books, and toiletries to box up and send to deployed troops. Teri also informed the board that she is receiving the Robert Doyle ILA Conference Grant Award. First motion to approve director’s report made by Linda. Motion approved.
- VI. Committee Reports
 - a. Community Meetings Liaisons—Linda shared an article from the Dispatch-Argus that incorrectly reported the library having a charging station available for electric cars. Next month Barb will present the trustee training she completed last year to the board.
 - b. Library Building/Addition – no updates to report.
 - c. Director search committee – Linda reported the search committee has received some applications and will be setting up interviews.

Old Business

- VII. Policy Manual Revisions (section 4, 8 a) – Discussion was made on Sections 4 & 8a of the policy manual. An option for late start due to winter weather conditions (Section 8) was added to the manual. First motion to accept revisions to Sections 4 & 8a as presented made by Barb. Motion approved.
- VIII. Review and revision of Meeting Room Policy – First motion to accept Meeting Room Policy as presented made by Jill. Motion approved.

- IX. Main Floor Carpet Bids – Discussion was made on the revised bid from Mike’s Floor Pro. Dave and Butch will be getting other bids using the same specifications and work toward investigating the failure of the carpet on the first floor.
- X. Cordova residents move to Cordova library district—Various Cordova residents spoke to the board about switching library districts. Karen Longeran had emailed the board email address with information requested by the board at the last meeting, but the board had been unable to access it. This topic has been tabled until next month.

New Business

- XI. Illinois Electric Choice Program—Teri informed the board that she had received a phone call from an energy broker.
- XII. Removal of cement parking blocks—Teri shared the parking lot blocks are crumbling and are in need of removal. Some of the blocks that are in good shape may need to be moved to the lower end of the parking lot. Dave will look into the removal of the blocks.
- XIII. Special needs patrons—Cathy and Teri shared there is a special needs patron that has occasionally been disruptive while visiting the library. The staff has been following the policy manual when dealing with the disruptiveness, but would like to contact the Robert Young Center to invite an expert to come to the library to talk to the staff and public.
- XIV. Levy Confirmation—The Levy Confirmation has been sent to the County Clerk’s office and filed.
- XV. Blackhawk Bank & Trust Pledging—Teri shared Blackhawk Bank is switching to a different securities company. Treasurer Butch Hugart will review the information provided by the bank.
- XVI. Trustee Training: “Board Meetings” accessed from RAILS trustee training, united for libraries short take training – Film will instead be presented next month due to technical issues.
- XVII. Closed Session – Personnel and Legal – N/A
- XVIII. Other – Director’s Search Committee will meet on April 23rd at 3 pm. Cathy will be speaking at the next Rotary Meeting about the Summer Reading Program and the Robotics Program.
- XIX. Adjournment – First motion to adjourn was made by Linda. Motion approved. Meeting adjourned at 7:13 pm.

Laura Andrews

Approved _____

Secretary

Corrected _____