

**River Valley District Library
Board of Trustees
Meeting Minutes November 19, 2018**

- I. Call to Order by President Gary Bohms at 5:31 pm. Those in attendance were Trustees Butch Hugart, Barb Brandt, Linda Warren, Dave Brooks, Jill Schutts, Laura Andrews, and Director Teri Schwenneker.
- II. October 15, 2018 Minutes—were reviewed. First motion to approve made by Linda. Motion approved.
- III. Financial Reports—were reviewed and filed for audit. The audit for 2017/2018 fiscal year will be presented at the December meeting.
- IV. Public Comments – Anna Bippus introduced herself to the board, and announced she will be running for Trustee in the Spring election.
- V. Director’s Report—Highlights were shared by Director Teri Schwenneker. Teri shared that Cathy is on a leave of absence, an Open House will be held on December 14th with the town of Port Byron, and Jade Crisp has accepted the full-time position for Young Adult/Adult programming. First motion to approve director’s report made by Barb. Motion approved.
- VI. Committee Reports
 - a. Community Meetings Liaisons—Discussion was made on the Port Byron vote to sell the old Academy land.

Old Business

- VII. Levy Ordinance- First motion to accept Levy Ordinance No. 2018/2019-05 made by Barb. Roll Call vote as follows: Butch, Aye, Barb, Aye, Linda, Aye, Dave, Aye, Jill, Aye, Gary, Aye, and Laura, Aye. Motion approved.
- VIII. Shed contents—Teri presented a video showing the remaining contents in the rental storage unit. Items that remain include extra shelving units. Discussion was made on the possibility of putting a shed on the library’s property to store extra items. Barb and Butch will act as the committee to explore storage options.

New Business

- IX. 2019 Closings – Motion to approve 2019 Library Closings as presented made by Linda. Motion approved.
- X. Roof figures—Teri presented an estimate for a shingle roof from Foley Construction for \$18,250. She has also requested a steel roofing estimate from Mike Skelton. Discussion

was made on the need for an updated strategic plan so a decision can be made on whether or not to spend the extra cost for a metal roof in the future.

- XI. Patron Conduct Policy—Teri presented an updated Patron Conduct Policy that she has put together from other local libraries’ policies. Teri will have the updated policy reviewed by the lawyer before asking for approval from the board.
- XII. Closed Session – Personnel and Legal – none.
- XIII. Other – Gary will not be able to attend the December meeting.
- XIV. Adjournment – First motion to adjourn was made by Barb. Motion adopted. Meeting adjourned at 6:35 pm.

Laura Andrews
Secretary

Approved _____
Corrected _____