

Board of Trustees Minutes
July 11, 2018
Graves Hume Public Library

The Board of Trustees of the Graves Hume Public Library met at 7:15 pm. Board members physically present were Trustees Rick White, Mark Elston, Adriana Calamaco, Virjean Haywood, Martha Schmitt, Kim Abel, and Library Director Emily Kofoid.

***Ms Haywood moved we accept the June board minutes. Seconded by Ms Calamaco. Motion approved.**

***Ms Calamaco moved we approve the June Treasurer's Report. Seconded by Ms Schmitt. Motion approved.**

***Ms Calamaco moved we approve the June Check Registry. Seconded by Ms Haywood. Motion approved.**

Correspondence: None

Director's Report:

***Ron Rose will be doing repair of concrete in parking lot in August.**

***438 patrons were purged in the annual review.**

*** Tony Troyer is coating stones to treat the mold – this will damage the stones less than other methods.**

***GravesHume.org website domain was purchased along with a package the company will help with 10 pages. This will be highlighted in the next newsletter.**

***New name tags for staff will have the logo with their name.**

***Director Kofoid is almost done with the employee handbook, and has been working on a survey for the Annual Report.**

***Summer Reading Club is going well. Some meetings are at the old library and the train station which has worked out well.**

***Director Kofoid will meet individually with the staff to review job descriptions.**

Old Business:

***Mr White and Ms Calamaco volunteered to audit the Secretary's minutes of board meetings.**

***Ms Abel moved we approve Director Kofoid as Designated authorized IMRF Agent. Seconded by Mr Elston. Motion approved.**

***Hearing for the Proposed Budget and Appropriations will be September 12 at 6:45.**

***Finance Committee will meet before then to review the Budget and Appropriations.**

***There was no need for a closed Session.**

***Ms Schmitt mentioned we could change board meetings to another night since Director Kofoid's day off is Wednesdays.**

***Ms Haywood moved we adjourn the meeting at 7:47. Seconded by Ms Schmitt. Motion approved.**