

**Board of Trustees Minutes  
October 10, 2018  
Graves Hume Public Library**

The Board of Trustees of the Graves Hume Public Library met at 7:00 pm. No visitors were present. Board members physically present were Trustees Rick White, Virjean Haywood, Adriana Calamaco, Lucy Schmidt, Martha Schmitt, Kim Abel and Library Director Emily Kofoid.

Ms Haywood moved we accept the September board minutes. Seconded by Ms Schmitt. Motion approved.

Ms Abel moved we approve the September Treasurer's Report. Seconded by Ms Schmitt. Motion approved.

Ms Calamaco moved we approve the September Check Registry. Seconded by Mr Schmitt. Motion approved.

**Correspondence:** none

**Director's Report:**

\*Over 300 books will be given to kids at the Mendota Christmas Walk through the book drive.

\*Grants for AED are hard to find. Ms Haywood moved we buy an AED for the library through AED Essentials with money from the Insurance Fund. Seconded by Ms Schmitt. Motion approved.

\*Director Kofoid and staff went to 2 different trainings.

\*Director Kofoid and Pam Schmidt met with First State Bank for help in transitioning to online banking.

\*A new magazine rack and Duplo table were bought with the FOL donation.

\*The leak in the Children's Department ceiling was fixed.

\*Ms Abel moved we approve the Employee Handbook. Seconded by Ms Schmidt. Motion approved.

**Committees:** none

**New Business:**

\*Board members discussed the letter from WIPFLI regarding the 3 options for tax levy.

**Old Business:**

\*Ms Schmitt moved we adjourn at 7:45 pm. Seconded by Ms Abel. Motion approved.