

Board of Trustees Minutes
October 10, 2019
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 Martha Schmitt, Mark Elston, Lucy Schmidt, Kim Abel, and Library Director Emily Kofoid.

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

Ms Schmidt moved we approve the September Treasurer's Report. Seconded by Mr Elston.
Motion approved.

Ms Abel moved we approve the September Check Registry. Seconded by Ms Schmidt.
Motion approved.

Correspondence: none

Director's Report:

*To get Per Capita Grant, board members must review Chapter 11 of the Trustee Facts File 3rd Ed and complete a free online education activity focusing on organizational management.

*Board members were encouraged to review Safety in Library online and familiarize themselves with services provided by Digital Public Library of America.

*Sprinkler system was checked and problem in step 2 of system (water should be released if temperature is high – not working) \$3343 to fix sensor problem.

* Director is working on staff evaluations – staff will be doing self evaluation.

*Ms Abel moved we purchase 6 units of DVD shelving to allow easier access for patrons at a cost of \$11,000 via Meyer's Furniture. Seconded Ms Schmitt. Motion approved.

Motion approved.

* Director Kofoid will be taking time off for childbirth in April. Board will have to determine time off and acting Director while gone.

Committees: None

Old Business:

Museum took 2 old chairs.

New Business:

*WIPFLI submitted 3 options for Property Tax Levy – will vote next meeting.

Ms Schmitt moved we adjourn at 7:59 pm. Seconded by Mr Elston. Motion approved.

Respectfully submitted by Kim Abel

