

William H. Bush Memorial Library
Board of Trustees
January 18, 2017 Meeting

President Susan McArdle called the monthly meeting to order at 7:08 p.m.

Members Present: Susan McArdle, Michelle Jones, Nelson Schwartzentruber, Dan Jantzi, John Domagala, and Cheryl Kelly.

Members Absent: Amy Beyer

Also present: Assistant Librarian Brandie Rogers

Librarian's Report: See the attached notes.

Secretary's Report: Nelson moved to accept the minutes of the November 30, 2016 meeting as written, seconded by Dan. Motion carried.

Treasurer's Report: Nelson presented the quarterly financial report. Dan moved to accept the report as presented, seconded by John. Motion carried.

Nelson presented the 2016 Annual Report. Dan moved to accept the report as presented, seconded by Michelle. Motion carried.

The 2017 Budget was presented by Nelson. The 2017 Budget was approved as amended with a motion made by Dan, seconded by Michelle.

Old Business: Needed repairs continue to be addressed. The road curbing/sidewalk project will need to be completed in the spring. Dan has contacted Cedarcrest Construction regarding the grout work that needs to be done in the desk area. Dan has repaired the door handles.

The committee working on the By-laws will continue work once they receive necessary information from the State.

Sue reported that Wilson Bickford is planning a visit to the library to determine whether the space is adequate to conduct a painting class.

The Policy Committee has not met to develop a Dress Code Policy. Michelle has met with Travis Kuhl to discuss different options for staff shirts.

Nelson will contact Senator Griffo's office to inform him of our plans for the Bullet Aid Grant funds. We will be using it to help fund the analog to digital project.

New Business: Two terms expire this month: Daniel Jantzi and Cheryl Kelly. A motion was made by Nelson, seconded by John that Dan and Cheryl both be reappointed to another three (3) year term as members of the board of trustees. Motion carried.

The Nominating Committee presented the following slate of officers:

President: Susan McArdle

Vice President: Amy Beyer

Secretary: Cheryl Kelly

Treasurer: Nelson Schwartzentruber

Polls were opened to nominations from the floor. Nelson moved that the polls be closed, Dan seconded the motion.

Dan moved that the secretary cast one ballot to approve the slate of officers as presented by the nominating committee, seconded by Michelle.

Secretary Cheryl Kelly cast one ballot to approve the slate of officers for the 2017 Board of Trustees of the William H. Bush Memorial Library as presented by the nominating committee.

The following committee appointments were made for 2017:

Finance Committee:

Nelson Schwartzentruber (chairperson)

Amy Beyer

Dan Jantzi

Nominating Committee:

Dan Jantzi

Michelle Jones

John Domagala

Policy Committee:

Karen Dening

Brandie Rogers

Michelle Jones

Susan McArdle

Cheryl Kelly

Building Committee:

John Domagala

Amy Beyer

Dan Jantzi

Karen Dening

Library Committee:

Amy Beyer

Michelle Jones

Susan McArdle

Museum Committee:

Michelle Jones

Susan McArdle

Nelson Schwartzentruber

Membership Committee:

All Board Members

Refreshment Committee:

Amy Beyer

Cheryl Kelly

Susan McArdle

Publicity Committee:

Karen Dening
Brandie Rogers
Nelson Schwartzentruber

Program Committee:

Library Staff
All Board Members

Brandie and Karen will be attending a workshop for the completion of the Annual Report January 19, 2017.

Sue shared correspondence.

Jerry Schell has notified us regarding Windows 7 End of Life and computer replacements. Microsoft's extended support will end January 2020, this includes our thin clients.

The county funding for 2017 is \$20,000 to be shared amongst all of the Lewis County Libraries.

Library Advocacy Day is March 1, 2017. A stipend is available to those who attend.

A discussion was held regarding an incident with our outside water spigot. A decision was made to turn the valve off from the inside to prevent anyone from turning it on again.

National Library Week is April 9 – April 15 2017

Our next meeting will be held February 15, 2017 at 7:00 p.m.

A motion to adjourn at 8:45 p.m. was made by John, seconded by Dan.

Respectfully Submitted,
Cheryl L. Kelly, Secretary