

William H. Bush Memorial Library
Board of Trustees
January 24, 2018 Meeting

President Susan McArdle called the monthly meeting to order at 7:02 p.m.

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

Members Excused: Daniel Jantzi

Library Staff Present: Brandie Rogers

The agenda was approved with a motion made by Nelson, seconded by Amy.

Librarian's Report: See the attached notes.

Brandie shared a video clip with information regarding Re-CreationUSA. Discussion held regarding sponsoring a program in our area. No decision was made, library staff will have more information to present at the February meeting.

Secretary's Report: Nelson moved to approve the minutes of the November 29, 2017 meeting as written, Cheryl seconded the motion. Motion carried.

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

Nelson presented the 2017 Annual Report. Michelle moved to accept the report as presented, seconded by John. Motion carried.

The 2018 Budget was presented by Nelson. The 2018 Budget was approved with a motion made by Cheryl, seconded by Amy. Motion carried.

Old Business:

No further action has been taken regarding the overdue books.

We have gone live with the Fiberoptic Internet Project, working well.

The Long-Range Plan was approved with a motion made by Nelson, seconded by Michelle. Carried. The board thanks the committee for their work on this document.

Brandie is planning to prepare the report to the LACS Board of Education and the Community upon completion of the Annual Report.

Discussion was held regarding a written policy to address library closure. The policy committee will prepare a policy for board approval.

Nelson will prepare a Conflict of Interest Statement for all board member signatures.

Clothing in the museum will be inventoried and appropriate number of boxes ordered for preservation.

It was suggested that clothing be photographed with a photo attached to the box for identification of box contents.

Library staff has requested a Keurig Coffee Maker. A motion was made by Amy, seconded by Nelson that staff purchase the coffee maker if they desire.

New Business:

A motion was made by Michelle to reappoint John and Nelson to 3-year terms on the board. Amy seconded the 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. John moved that the polls be closed, Amy seconded the motion.

John 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 2018 Board of Trustees of the William H. Bush Memorial Library as presented by the nominating committee.

The following Committee appointments were made for 2018:

Finance Committee:

Nelson Schwartzentruber

Amy Beyer

Daniel Jantzi

Nominating Committee:

John Domagala

Michelle Jones

Daniel Jantzi

Policy Committee:

Karen Dening

Brandie Rogers

Michelle Jones

Susan McArdle

Cheryl Kelly

Library Committee

Amy Beyer

Michelle Jones

Susan McArdle

Building Committee

John Domagala

Amy Beyer

Daniel Jantzi

Karen Dening

Long-Term Plan Committee

Susan McArdle

Amy Beyer

John Domagala

Museum Committee:

Michelle Jones
Susan McArdle
Nelson Schwartzentruber

Membership Committee:

All Board Members

Refreshment Committee:

Amy Beyer
Susan McArdle
Cheryl Kelly

Publicity Committee:

Karen Dening
Brandie Rogers
Nelson Schwartzentruber

Program Committee:

Library Staff
All Board Members

The State Budget and Advocacy Day is February 28, 2018. We may join NCLS Staff in Albany if interested.

The Annual Report is due February 2.

Our next meeting will be held February 28, 2018 at 7:00 p.m.

A motion to adjourn at 8:30 p.m. was made by Amy, seconded by Nelson.

Respectfully Submitted,
Cheryl L. Kelly, Secretary