

President John Dittmer called the meeting to order at 4:30. Trustees present were Angie Perry, Andy Bastert, JR Parn, Donna Tracy, Michelle Bavery and Director Amy Gee.

Angie made a motion to approve the September minutes as presented. JR seconded and the motion carried.

Reports

Treasurer's Report – Andy presented the treasurer's report and stated we are spending more money now than we were at this time last year. The memorial from the Scheuermann family was again noted and presented three months of transactions as we are 3 months into our fiscal year. He said it has been a quiet year so far.

Director's Report – Amy shared the Library budget spreadsheet. In Building and Maintenance we've paid APACE \$4,117.46. Circulation is up due to a lot of Rebecca Caudill children's books being checked out. Unfortunately, the ABC's of Medicare was not well attended, and PJ Storytime is not as well attended and may not continue through winter. However, the Play to Learn program for early childhood is going very well and Workforce is also going very well.

Amy is continuing to work on the grant for the Tracy Foundation. The elevator seems to be working and the paper towel dispenser has been installed, but we haven't received a bill for either one. Janet went to the fundraising seminar in Quincy.

There were no communications.

Friends of the Library met and lined up volunteers to count patrons this week. The next book sale will be November 3 & 4th. There will be a Spelling Bee fundraiser and raffle tickets will be sold. The Foundation hasn't met. Need to check on the IRS form 990.

Building focus group hasn't met and may need to reconvene. Andy spoke with Doug Groth of PSM. He said the lot for Dollar General was sold for \$30,000. Our needs would be similar. This is not official but open to discussion.

Old business.

Dr. Schlipf has not been in contact with Amy, but she just heard from Mark Misselhorn. He provided "ballpark figures" to help decide if we want to pursue further work on this building. The new construction of an addition is \$620,000 and second floor remodeling is \$448,000. Adding in 12% for architect/engineering fees brings the project total to \$1,196,160. We should reconvene the Building Focus group.

Financial Audit – all auditors turned John down so he’s still looking for someone to perform an audit for the library. We still have another year before it’s required so there’s time. We must have a financial report to publish in the newspaper and for the Tracy Foundation. Andy made a motion to approve for publication the Financial Report. JR seconded and motion carried.

New Business

Levy – Ordinance No 2017-05 – was presented for the coming year. A motion to approve was made by Andy. Donna seconded and motion carried.

The board discussed revisions to the computer and internet policy – If board approves, the staff would like for students 5th grade and older to be able to use the computer and internet with parental approval. JR made a motion to change the internet policy. Angie seconded. Motion carried.

Kelly Carroll is looking for office space to rent. We need a clearer picture of what she is needing the space for before a decision can be made.

Live and Learn Construction Grant might be an option if we planned to stay in this building and remodel. However, the maximum grant is \$125,000 so it wouldn’t cover nearly all our expenses, and all plans would need to be ready. We will not be applying for a grant this year.

Chamber After Hours is here October 24th from 5-7 pm. It was agreed that we should share with the public our options on remodeling, building, or staying as is.

A holiday schedule was discussed. Veterans’ Day falls on a Sunday. We will stay open on the days surrounding it.

Amy presented information on a Webinar for trustee training: trends of safety and security in libraries. Amy will send us a link if trustees are unavailable to listen live. As homework, everyone read chapters 1-4, and we discussed them. New board members felt like orientation met their needs. Do errors and omissions insurance policies need to be updated with new board members names?

Angie made a motion to adjourn. JR seconded. Motion carried.

Michelle Bavery, Secretary

Next meeting will be Monday, November 13, 2017.