

Meeting location: Silvis Public Library
806 1st Avenue, Silvis, IL 61282

Date of Meeting: October 9th, 2017

The meeting began at 6:06 pm.

Present: Beth Teppen, Carley Turkmani, Alex Turkmani, Crystal McCaw, Debbie Berglund, Diane Madden, Joy Cummings

Staff: Nancy Ashbrook

Absent: Marigrace Alonso, Sharon Kelley, Crystal McCaw

Public Comment: None

Minutes (as amended) – Motion: Diane Madden Second: Alex Turkmani
They were unanimously approved.

\$8,321.07 in bills presented.

Motion: Diane Madden Second: Alex Turkmani
They were unanimously approved.

The treasurer's report and trial balance were presented.

The Director gave her monthly report. She reported on the circulation statistics. The library held a plaque dedication ceremony on October 6th to honor those involved in the library renovations. The rooftop furnace should be installed within the next 2 weeks. Everything for the library renovation has been completed. There are no changes needed on the 2016 FSLA. The director reported that the library will hold a Murder Mystery event on October 28th. Attended 3 Rotary Club meetings.

The September Friends minutes were presented.

In old business, the board agreed to meet for the planning schedule during the next meeting. Job description reviews were discussed as were the Employee Ethics Statement. In accordance with the Per Capita grant the Trustees watched a fire precautions video and reviewed chapters 1-5 of Trustee Facts File, 4th edition. A motion was made by Alex Turkmani to close the library from 1-5 on Monday, November 13th, 2017 for staff in-service. The motion was seconded by Deb Berglund and passed unanimously. The Trustee Orientation Handbook is in progress. A motion was made by Alex Turkmani to update the age restriction in the internet usage policy. It was seconded by Diane Madden and passed unanimously.

In new business, the board will view the Short Takes for Trustees Video - "Succession Planning and New Board", Review the Job Performance Evaluation forms, look at the strategic plan for the website, and discuss the status of the Trustee Orientation Handbook.

No items for the library wish list.

The items on the agenda for the November meeting are
Old Business: Short takes for Trustees Video: "Succession Planning and New Board", Review of the Board Schedule, Job Descriptions, Trustee Handbook status, Strategic Plan for Website, Action plan for the Board, Performance Evaluation Forms.

New Business: Short Takes for Trustees Video (Dec) - Orientation

The meeting adjourned at 7:13 p.m.

Minutes submitted by Carley Turkmani