Freeburg Area Library District Board of Trustees Meeting

January 24, 2017

**Regular Board Meeting** called to order at \_\_\_7:00\_\_\_ p.m. by President Vicki Helms.

Roll Call; Dora Becker\_\_P\_\_, Tracey Drennen-Alexander\_\_P\_\_, Terry Groth \_P\_\_.

Vicki Helms\_\_P\_\_, Heather Humphries \_\_P\_\_, Ron Stellhorn\_\_P\_\_, Holly Zipfel\_\_A\_\_.

\_\_6\_\_ Present.\_\_1\_ Absent. Director Kristin Green was present.

**Recognition of Visitors and Comments from the Public**. No visitors present

**Minutes from December 20, 2016 were reviewed.**

Motion made by ­­­­­Dora Becker to accept the December 20, 2016 minutes as presented, Seconded by Tracey Drennen-Alexander. Vote; \_6\_\_A, \_0\_ Nays, \_\_1\_\_Absent. Motion carried

**Treasurer’s Report:** The report was reviewed with no additions or corrections. Placed on file for audit.

**Monthly Bills:** Motion made by Dora Becker to approve the payment of all bills totaling, $10,457.73 Seconded by Tracey Drennen-Alexander. Roll Call: Dora Becker \_A\_ Tracey Drennen-Alexander \_A\_, Terry Groth \_\_A\_\_\_, Vicki Helms\_\_A\_\_\_ , Heather Humphries \_\_\_A\_\_\_, Ron Stellhorn \_\_A\_\_\_\_, Holly Zipfel Absent. \_\_6\_Ayes, \_\_0\_\_Nays, \_\_\_\_1\_\_\_Absent Motion Carried.

**Director’s and Youth Services Reports:**  Director’s report by Director Kristin Green. Accepted as presented. See attached Director’s report

**Youth Services Report:** WrittenReport by Karen Voelker, Youth Services Coordinator, accepted as submitted. See attached Coordinator’s Report

**Correspondence:**

**No Correspondence**

**Unfinished Business:**

**New Business:**

**1. Policy Review**

**#11 Gift/ Donation Policy**

**#14 Identity Protection Policy**

**Discussion:** None expressed

**Motion Made** by Terry Groth to adopt policies, “Gift/Donation Policy"and "Identity Protection Policy". Seconded by Tracey Drennen-Alexander. Vote; \_\_6\_\_Ayes, \_\_0\_\_Nays, \_\_1\_\_Absent. Motion Carried.

**2. Staffing for Wednesday Summer Hours**

**Discussion:** Currently, Candace's position is capped at 32 hours per week or 64 hours per pay period. When we are open on Wednesdays in June and July, there will be additional circulation hours. Since Candace is the Circulation Supervisor, it only makes sense to give her those additional hours.

**Motion Made** by Terry Groth to remove the hourly cap from the Circulation Supervisor's position. Seconded by Tracey Drennen-Alexander. Roll Call: Dora Becker \_A\_ Tracey Drennen-Alexander \_A\_, Terry Groth \_\_A\_\_\_, Vicki Helms\_\_A\_\_\_ , Heather Humphries \_\_\_A\_\_\_, Ron Stellhorn \_\_A\_\_\_\_, Holly Zipfel Absent. \_\_6\_Ayes, \_\_0\_\_Nays, \_\_\_\_1\_\_\_Absent Motion Carried.

**4. Board Questions or Concerns:**

**None expressed.**

Next meeting February 28, 2017

Terry Groth moved to adjourn the meeting at 7:50 p.m. Seconded by Tracey Drennen-Alexander. Vote:\_\_6\_\_\_Ayes\_\_\_0\_\_Nays, \_\_\_1\_\_\_\_Absent Motion Carried.

Kristin Green,

Honorary Secretary