

**Call to Order and Roll Call**

The regular scheduled open meeting of the Albion Public Library Board of Trustee was called to order at: 6:10 PM on Tuesday, August 14, 2018. Trustees and Librarian present were as follows;

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| <input checked="" type="checkbox"/> Roxanna Behnke  | <input checked="" type="checkbox"/> Samantha McDaniels |
| <input checked="" type="checkbox"/> Dianne Berger   | <input type="checkbox"/> Abby Shelton                  |
| <input checked="" type="checkbox"/> Megan Fearn     | <input checked="" type="checkbox"/> Dennis Turpin      |
| <input checked="" type="checkbox"/> Melissa Felling | <input type="checkbox"/> David Wheat                   |
| <input type="checkbox"/> Terry Harper               | <input checked="" type="checkbox"/> Steve Ward         |

**Quorum**

Legal Quorum Present

Presence of five (5) Trustees established a legal quorum for the discussion and transaction of library business (Note: Samantha McDaniels was a Trustee nominee and not an affirmed Trustee at the time the meeting was convened and hence not counted in the quorum for discussing and conducting official business).

Visitor(s) on business: None

**Note:** The agenda items were not considered in the order as listed on the posted meeting agenda nor as specified in the Library By-laws. The Treasurer’s report was considered before approval of minutes in error. The unfinished business was considered after the approval of previous month’s minutes. The reason for considering unfinished business after approval of minutes was to administer the oath of office and thereby seat a new Library Trustee, Samantha McDaniels.

**Approval of the Treasurer’s Report**

Balance in Working Fund: \$38,017.69

Treasurer’s Comments: Treasurer Ward indicated that the library was in good financial standing in comparison to previous years. He also indicated that the Library would begin receiving distributions from real estate tax levies from September to December.

The presiding officer called for a motion to approve the financial reports. Dennis Turpin moved to approve the Treasurer’s report as presented, Megan Fearn seconded the motion. Motion passed by acclamation.

**Reading and Approval of the Minutes**

Minutes Approved

Minutes were presented to trustees present for reading. The presiding officer called for any additions or corrections. Corrections or Additions: None noted.

With no further additions or corrections, Melissa Felling called for a motion to approve minutes. Dianne Berger moved to approve the minutes as presented, Melissa Felling seconded the motion. Motion passed by acclamation.

**Unfinished Business (Old Business)**

Samantha McDaniels Installed as Trustee

Samantha McDaniels took the oath of office and was affirmed as a Trustee of Albion Public library and immediately assumed the duties of said office.

**Librarian's Report**

Contribution from IMFPDAAAC

Roxanna reported that the Albion Public Library received a contribution of \$758 from Illinois Masonic Foundation for the Prevention of Drug and Alcohol Abuse Among Children. The donation matched the donation previously received from the Local Hermitage Lodge 756 of Albion.

Grandparent's Week Announcement

Roxanna announced that the Library would be celebrating Grandparent's Week. Grandparent's week is September 9, 2018 through September 15, 2018. Planned events include small bags for grandparents, a drawing for the children, and a book sale. She also indicated that the event would be posted on flyers and on the Library Facebook page.

**Communications**

No communications were presented.

**New Business**

Bi-Centennial Hours – Discussion, not on agenda

President Felling indicated that the Chair of the Albion Bi-Centennial requested that historic locations stay open for visitor tours from 6 – 10 PM Friday, October 12, 2018.

President Felling indicated that the Board could not take final action since the item was not specifically listed for consideration on the official posted agenda for the 8/14/2018 Albion Library Trustee meeting.

Discussions centered around the necessity of the Library staying open the extended hours since the library is available to the public during normal hours of operation (10 AM to 5 PM). After some discussion, the Board informally decided to remain open until 6 PM (not a final action).

The Bi-Centennial commission requested that organizations present items of historical significance for display during the Bi-Centennial celebration.

**Adjournment**

With no further business to be considered, the presiding officer called for a motion to adjourn. Steve Ward moved to adjourn the meeting, Samantha McDaniels seconded the motion. Motion passed by acclamation.

The meeting was adjourned at: 6:30 PM