

Call to Order and Roll Call

Meeting called to order at: 6:02 PM on Tuesday, January 8, 2019. 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 checked="" type="checkbox"/> Abby Shelton       |
| <input checked="" type="checkbox"/> Meghan Fearn    | <input checked="" type="checkbox"/> Dennis Turpin      |
| <input checked="" type="checkbox"/> Melissa Felling | <input checked="" type="checkbox"/> David Wheat        |
| <input checked="" type="checkbox"/> Terry Harper    | <input type="checkbox"/> Steve Ward                    |

Visitor(s) on business: None

Quorum

Legal Quorum Present

The presence of eight (8) Trustees did constitute a legal quorum for discussing and transacting library business.

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: No corrections or additions noted. None With no further additions or corrections, Melissa Felling called for a motion to approve minutes. Meghan Fearn moved to approve the minutes as presented, David Wheat seconded the motion. Motion passed by acclamation.

Approval of the Treasurer's Report

No Treasury report due to Treasurer's absence.

Librarian's Report

Linda Pettigrew Health Condition

Roxanna reported that Linda was getting better but would be gone at least one more month and that she was covering Linda's hours.

Bookshelf Order

Roxanna indicated that the bookshelves were ordered on 11/15/2018 with ant anticipated delivery in 35-60 days. She also noted that the factory would be closed for two weeks and the anticipated delivery date is 2/8/2019.

Unfinished Business (Old Business)

Library Per Capita Grant

Roxanna noted that the Library needed to update policies noted as follows:

1. Library does not have a written reference policy
2. Library does not support technology access for disabled persons.
3. Library does not provide access to minutes of local governmental agencies.
4. Library services available for veterans.
  - a) Non-residents with a family member in the military qualifies for a waiver of the non-resident library card fee.
  - b) The library has a laptop available for library members to have face time with a deployed service member.

Roxanna noted that there are links to other local government webpages on the Library webpage.

Trustee to Assist in Per Capita Grant Application

Roxanna noted that the per capita grant required a Library Trustee to assist her in the preparation of the grant.

New Business

Repairs Needed for Library Wall

The board given a handout showing the condition of the north wall of the Library. It was also noted that ADG architecture group of Mt. Carmel had looked at the wall and had made a proposal for services.

ADG Contract for Professional Architectural Assistance

Library Contracts with ADG

The board examined the ADG proposed contract for architectural assistance regarding the library wall. ADG proposed a 3-step solution for stabilizing and reaping the wall and that ADG would provide charge \$750 for consulting and professional advice. Terry Harper made a motion to contract with ADG for professional services. Dianne Berger seconded the motion, motion passed by acclamation.

Creation of Building Committee

After a discussion of logistics regarding meeting with ADG there was a consensus that a building committee should be formed to meet with ADG. Chairman Felling asked for volunteers, Meghan Fearn, Terry Harper and Dennis Turpin volunteered to sit on the committee.

Adjournment

David Wheat moved to adjourn the meeting, Terry Harper seconded the motion. Motion passed by acclamation.

The meeting was adjourned at: 6:41 PM

Documents distributed to Trustees:

- Agenda for 1/8/2019 Library Trustee Meeting
- Photographic survey of damaged brick wall
- Proposed contract with ADG