

**Divernon Township Library
Library Trustee Board Meeting
Tuesday, May 7, 2013, 6:00 P.M.
Agenda**

1. Call to Order (6:00 P.M.)
2. Roll Call
3. Recognition of Visitors
 - A. Denise McCrady
 - B. Mary Lou Derhake
4. Discuss and appoint Mary Lou Derhake as Library Trustee
5. Denise McCrady swear in Library Board trustees
6. Minutes of Meeting, April 2, 2013
7. Adoption of minutes, April 2, 2013 meeting
8. Business
 - A. Finance
 1. Treasurer's Report / Payment of Bills
 2. Approval of Report / Payment of Bills
 - B. Discuss & vote on election of officers
 1. Discuss & vote on replacement of treasurer for LeAnn
 - C. Discuss & vote on gift for LeAnn for years of service as trustee & treasurer
 - D. Discuss & vote on two signatures required on checking account (see Bev O email)
 - E. Building Improvement Committee
 1. Discuss & vote on purchasing an electric leaf blower for front walk
 2. Discuss & vote on responsibility of large hole between library & Legion
 3. Discuss & vote dirt around storage shed or Alan suggested gutters
 4. Discuss & vote on rugs for the library
 5. Discuss & vote purchasing new chairs for the library
 6. Discuss & vote on back library door still needing fixed
 - F. Discuss & vote on part time library help hourly wage (Dorla, Betty, Ashley)
 - G. Discuss & vote Personal Day & Holiday policy for employees (Kathy, Sharon)

- H. Discuss & vote Non-Resident card fee Fiscal year July 1, 2013-June 30, 2014
 - I. Discuss & vote Homecoming ad
 - J. Discuss & fill out Certificate of Status Exempt Property
 - K. Discuss, vote & fill out Insurance papers Forsyth Insurance Group Inc
 - L. Executive Session
7. Librarian's Report
- A. New Employee
 - B. New Polaris Library system
 - C. Annual Report
 - D. Annual Budget
 - E. environmental Scanning Trustee Requirement
8. Adjournment