

**DIVERNON TOWSHIP LIBRARY BOARD
MINUTES OF MEETING HELD NOVEMBER 5, 2013**

President Linda Baer called the meeting to order at 6:00 p.m. She then asked for the roll to be called: Linda Baer, Mary Boblitt, Susie Darling, Mary Lou Derhake, Jake Rettberg, Alan Bell and Jane Emerson were present.

A. No visitors.

The President then called for the minutes to be read. The minutes were read and approved on a motion by Susie Darling, seconded by Jake Rettberg. Motion carried.

B. Building Improvements:

Susie Darling will check with Designer Landscapes about leveling rock between the Legion and Library.

Discussion about gravel around the storage shed. Susie Darling will check with Designer Landscapes.

Alan Bell got a bid from Chatham Gutters to install 5 inch gutters and 32 inch downspouts on storage shed. The bid was \$150.00. A motion was made by Jane Emerson, seconded by Jake Rettberg to accept this bid. Motion carried.

The sidewalk from the library to the storage shed was completed by Langheim Concrete.

John Duval Painting completed painting the trim on the library.

Mary Lou Derhake will contact Mike Latorelle about installing striker plate on new storm door. She will also ask Mike Bolash if he will power wash the roof.

Landscaping around the library sign in front will be tabled until spring.

C. A motion was made by Alan Bell to approve preventative maintenance agreement for the front door in the amount of \$266.00 for the year. Seconded by Jake Rettberg. Motion carried.

D. The annual Christmas Party will be held December 3 at 6:00 p.m. at Jo's Restaurant in Virden.

Librarian's Report:

The librarian thanked Alan Bell for applying the weather stripping and daily watering new grass between buildings.

Background check on new librarian was completed.

Assistant librarian completed two computer classes in bar coding and marc coding in Edwardsville.

Librarian completed 10 hours on-line catalogers training classes. Will finish 2 more in Edwardsville.

Material was ordered for the Summer Reading Program entitled "Paws to Read".

Per Capita Grant was submitted on October 2, 2013. Girl Scouts will be touring the library on November 19. Librarian will be on vacation November 8-16.

Next meeting – Christmas party December 3.

A motion was made by Jake Rettberg to adjourn. Seconded by Susie Darling. Motion carried.

Respectfully submitted, Jane Emerson.