

# **DIVERNON TOWNSHIP LIBRARY BOARD MINUTES OF MEETING HELD MAY 1, 2018**

President Linda Baer called the meeting to order at 6:00 p.m. She then asked for the roll to be called: Linda Baer, Susie Darling, Kathi Katcher, Mary Lou Fugate, Cory Goleman, and Jane Emerson were present. Jake Rettberg was absent.

Bill Knecht was present to discuss the SimpliSafe security system which is wireless and requires no contract.

The secretary's report was read and approved. Motion was made by Mary Lou Derhake and seconded by Susie Darling to accept the minutes. Motion carried.

The president then asked for the treasurer's report. The treasurer reported that she had received a per capita grant check for 2017 and it had been deposited. A motion to accept the report was made by Jane Emerson and seconded by Cory Goleman. Motion carried.

Discussion was had on installing security system/cameras in the library. A motion was made by Cory Goleman and seconded by Susie Darling to purchase SimpliSafe system for \$393.93. An additional amount of \$20.00 a month for a trial period of 6 months for notification if anything is suspicious and camera monitoring. Bill Knecht will order online and install. Motion carried.

The board reviewed the Proposed Operating Budget 2018-2019 as approved in April.

The per capita grant check for 2017 (\$1172.42) was received which has to be spent by June 30, 2018. Children and adult books will be purchased and also items for the summer reading program. The award letter for 2018 per capita grant (\$1887.50) was received and is to be used by June 30, 2019.

Insurance audit for 2016-2017 was discussed. Underwriter will resolve incorrect charges and the library will be reimbursed. The 2018-2019 policy will be amended accordingly.

Discussion was had on concrete slab and sign for bike rack. A motion was made by Jane Emerson, seconded by Kathi Katcher, to move bike rack in front of outdoor restrooms which are no longer in use. Motion carried.

The board discussed the assistant librarian's request to decrease her hours therefore increasing head librarian's hours and also hiring a part-time assistant librarian. Lorraine will continue working throughout the summer to help train new assistant librarian. Susie Darling made a motion to put ad in Auburn Citizen for an assistant at an hourly rate of \$10.00 an hour. Cory Goleman seconded. Motion carried.

No executive session.

Librarians Report:

Bill Knecht is looking into replacing one or both of the library's printers.

A thank you from Betty Wilson's family was received.

There will one more story hour and movie night (May 10) before Summer Reading Program begins. The movie will be "Cats and Dogs - The Revenge of Kitty Galore." A party will follow on May 17th.

The movie licensing USA fee is \$287.00 due in July. Invoice to be mailed in June.

The Annual Report is being prepared and will be filed by May 31, 2018.

A motion to adjourn was made by Susie Darling, seconded by Kathy Katcher. Motion carried. The next meeting will be June 5.

Respectfully submitted, Jane Emerson