

DIVERNON TOWNSHIP LIBRARY BOARD

MINUTES OF MEETING HELD FEBRUARY 5, 2019

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, Mary Lou Fugate, Jake Rettberg, Kathi Katcher and Jane Emerson. Cory Goleman was absent.

No visitors.

The secretary's report was read. Motion was made by Mary Lou Fugate, seconded by Susie Darling to accept the minutes with changes. Motion carried.

The president then asked for the treasurer's report. A motion was made by Susie Darling, seconded by Kathi Katcher to approve the treasurer's report. Motion carried.

Mary Lou Fugate discussed the Paychex Workers Comp plan. Paychex can deliver a pay-as-you-go Workers' Compensation payment service to help better manage cash flow and minimize the threat of large year-end policy audit payments. There is the option to integrate the policy through payroll so the payments are made each pay period based on the actual wages or it can be paid up front for the year. Randy Kestner would like to provide a property & casualty and worker's comp quote. The librarian will provide Mary Lou with copies of our current property & casualty declaration pages so Paychex can provide a quote. This was tabled until optional quotes are received from Randy Kestner and Paychex and a renewal quote and/or renewal policy is received from our current carrier. Once received, optional quotes will be compared to renewal quote and/or renewal policy. The board will then discuss and vote on coverage and premium.

Discussion was had on weather conditions and when to close the library. A motion was made by Mary Lou Fugate, seconded by Susie Darling to close the library when schools close or for Trish to make the final decision depending on the weather conditions. Also, Director would call a radio station or TV station to notify patrons about the closure. Motion carried.

A motion was made by Susie Darling, seconded by Kathi Katcher, to allow Pam, assistant librarian, to get a credit card for purchasing various items for the library. Motion carried.

Linda Baer has talked to several persons about taking a trustee's position, but hasn't found anyone willing to take a position. She will contact several others who were suggested.

No executive session

Librarian's Report

- A. Per Capita Grant was sent in on January 10, 2019.
- B. Beth is unable to help with Story Hour dues to work hours, but hopes to come back after April 15th Movie night will be February 21st showing "Kronk's New Groove."
- C. Valentine's Day party will have games and treats for the kids.

Jane Emerson made a motion to adjourn, seconded by Kathi Katcher. Motion carried. Next meeting will be March 12, 2019.

Respectfully submitted, Jane Emerson