

Dominy Memorial Library
Board of Directors' Meeting
June 26, 2019

Meeting called to order by President Jim Paternoster at 12:10 P.M. in the Dominy Meeting Room of Dominy Memorial Library.

Members Present: Jim Paternoster, Ruth Teubel, Shirley Mitchell, Wayne Hammer, Jan Lancaster, Mark Taylor, and librarian Amanda Todd

Members Absent: Jim Munz, John Tollensdorf, and Gary Hofmann

Minutes: Minutes from the May meeting were approved on a motion by Jan Lancaster, seconded by Wayne Hammer.

Financial: The library finances are stable. Financial report was approved on a motion by Mark Taylor, seconded by Wayne Hammer.

Circulation: Our circulation for May was higher than usual, and the library has been very busy.

Old Business:

1. Policy Manual: The general operating policies packet was approved with the exception of adding the price for civic organizations (\$25) to the White Community Room contract on a motion by Ruth Teubel, seconded by Wayne Hammer. Amanda Todd passed out the next section of policies (employees) to be discussed and reviewed at the next meeting.
2. FOIA/OMA Training: We still have two board members who need to complete the Open Meetings Act online training. All board members must complete this once per term.
3. Board Terms: A certificate was presented to Wayne Hammer, who is retiring from his board duties, to honor his many years of service to the board. A resolution letter for Gary Hofmann and new trustee Marcia Walter has been submitted to the City of Fairbury to serve as trustees for a three year term beginning July 1, 2019.
4. Conference: Amanda Todd thanked the board for allowing her to attend Director's University at the Illinois State Library June 3-7 and summarized what she learned at the conference.
5. Summer Reading: Amanda reported that we have 322 people signed up for the summer reading program and that program attendance has been more than expected. It's been great to have so many people at the library but accommodations will have to be made next year for the larger numbers. A motion to give summer reading coordinator, Karen Fehr, a \$200 bonus on top of her usual \$1,000 stipend was made by Wayne Hammer, seconded by Jan Lancaster. Thank you notes are also being sent out to businesses for their summer reading donations.

New Business:

1. Patron Comments: None
2. Audit: Requested audit materials were mailed ahead of time and auditors have been here this week, June 24-26, 2019.
3. Books: To deal with the surplus of books we have accumulated from library discards and outside donations, we will simply recycle or throw away the damaged and outdated books. We will try to send the rest to Better World Books or keep some for the Friends of the Library's book sale.

4. Computers: Our USB ports for flashdrives are inconsistently reliable. An alternative option would be to install an external, non-writable protected drive on the server for patrons to download folders to. As long as we can ensure patron confidentiality, a motion to have a device installed by David Slagel of Route 24 Computers was made by Wayne Hammer, seconded by Ruth Teubel at a cost not to exceed \$1,000.
5. Equipment: Joan Smeltzer has been storing a putting green for several years that was made specifically for the summer reading carnival. The board has decided that since we don't really have a use for it, Joan can take it for scrap.
6. Conference: Amanda informed the board of a Trustee Workshop to be held in Bloomington on October 19, 2019 if anyone is interested. Amanda discussed her desire to attend a conference, Leadership Team-Building and Coaching Skills for Managers & Supervisors, on September 9 in Bloomington. The board agreed for Amanda to go at a cost of \$250 on a motion by Wayne Hammer, seconded by Mark Taylor.

Meeting adjourned at 12:55 PM on a motion by Wayne Hammer, seconded by Shirley Mitchell.