

Columbia Public Library

Board Meeting

December 11, 2018

The December meeting of the Columbia Public Library was called to order by President Dan Brutton at 7:03. Those in attendance included Cindy Waldemer, David Jackson, Rodney Schreckenberg, Dan Brutton, Annette Bland, Chris Trowbridge and Diane Stechmesser.

1. **Approval of Minutes** Motion was made by Rodney Schreckenberg and seconded by Chris Trowbridge to approve minutes. Motion passed.
2. **Public Comment** No requests were made to address Board.
3. **Treasurer's Report** Treasurer Rodney Schreckenberg reviewed the financial report with Board. He stated the budget was in good shape though the late delivery/collection of real estate taxes would cause library funding to be delayed. David Jackson made motion to approve report and Diane Stechmesser seconded. Motion passed.
4. **Approval of Current Bills** After reviewing current bills, Chris Trowbridge made motion to approve. Cindy Waldemer seconded. Motion passed.
5. **Correspondence** Annette Bland stated she received the not-for-profit application from the Secretary of State.
6. **Old Business**
 - Building Signage The Board reviewed the information received from Summit Sign & Graphics for signage on front façade and sides of building. The Board was favorable of design but deferred decision until library starts receiving monies from tax collection.
 - Bench The Board also reviewed the Ornamental Iron Shop design for an outdoor bench with library logo. Again, design was well received but no decision was made. The Friends of the Library group will make this purchase.
7. **New Business**
 - Calendar Year 2019 Holiday Closures Board reviewed holiday closure dates for 2019. Diane Stechmesser made motion to approve and David Jackson seconded. Motion passed.
 - Calendar Year 2019 Regular Board Meeting Dates. David Jackson made motion to approve calendar. Cindy Waldemer seconded. Motion passed.
 - Board Orientation The Board reviewed materials for Per Capita grant requirements Chapter 9 and sited more room needed in future for study area, children's room, and for summer programs. Chapter 10 Budgeting and Financial Management needs included seeking grant monies.
 - Per Capita Question Review Rodney Schreckenberg made motion to approve modification to current practices after review of Chapter 8 Human Resources. Chris Trowbridge seconded. Motion passed. Motion made by Diane Stechmesser and seconded by Cindy Waldemer to approve Library Director's response to review of Chapter Checklist. Motion passed.
 - Closed Meeting Review Information was reviewed from September 26, 2016 meeting (Director's resignation) per 5ILCS 120/2c 1. Motion made by Diane Stechmesser that minutes from this meeting remain sealed and to destroy the recordings in accordance with law. Cindy Waldemer seconded. Motion passed.

Friends of the Library Book sale has been scheduled for January 31st-February 2.

Stats New items 273, Circulation 5866

8. **Adjournment** David Jackson made motion to adjourn. Chris Trowbridge seconded. Meeting adjourned at 7:36. Next meeting is Tuesday January 8, 2019.

Diane Stechmesser