

## LENA PUBLIC LIBRARY BOARD

Minutes of the Wednesday, November 9, 2016 Meeting

- I. The meeting was called to order by Pres. Pytleski at 5:00 P.M.
  - a. Roll Call Present: Pytleski, St. Louis, Jagiello, Dantine, Graef, Hinds, Sellen and also present Director Peterson. Absent/Excused: J. Peterson
- II. Consent Items
  - a. A motion by Dantine to approve the agenda with one correction and minutes from October meeting, second by Sellen, motion passed
- III. Open Forum-none
- IV. Action Items
  - a. Motion to approve monthly expenses for October by Sellen, second by St. Louis, motion passed
  - b. A motion to approve the Material Selection Policy as presented by Graef, second by St. Louis, motion passed
  - c. A motion to approve the Donations Policy as presented by Dantine, second by Sellen, motion passed
  - d. A motion to approve the Inclement Weather Policy with one correction by St. Louis, second by Jagiello, motion passed
  - e. A motion to approve the 2017 Library Calendar with open and closed dates as presented made by Hinds, second by Graef, motion passed
- V. Director's Reports
  - a. Director Peterson provided a written statistical, financial, operations & administration and personnel report. Buddy Readers and 4K class visits have continued this month. The Media Guidance program has had its first client – so starting slow, but hopefully it will catch on. In November we will be having some Lego and games days with school being out. In December we will be participating in the Lena Village of Lights, by showing a movie and being a spot on the bingo card. We are organizing a cookie decorating at the Town of Lena Hall and an ornament making class at the library for 9 and up.
- VI. Discussion Items
  - a. Donation from LHS Class of 1940 & 1941- the board thankfully accepted a the donation
  - b. Library Doors- waiting on more information
  - c. Building Equipment – we are on the Thomson list for the furnace to be checked soon. Russ Electric was here and all the outside lights are now working. The board discussed the outside emergency lights and vandalism at the library
  - d. Material Reconsideration Policy- the board reviewed and discussed the proposed policy. It will be an action item next month.

- e. Material Reconsideration Form – the board reviewed the proposed form. It will be an action item next month.
  - f. Board Member Terms – item removed
  - g. Trustee Handbook Trustee Essentials 15 & 16 were reviewed
- VII. Adjournment Adjournment – A motion to adjourn at 6:00 was made by St. Louis, second by Graef, motion carried

Respectfully Submitted,

Ceil Dantine