

**Sturm Memorial Library  
Board of Trustees Meeting  
March 14, 2017  
Minutes**

Meeting was called to order at 5:30 pm by President Judy Trull.

Members present: Trull, Barb Baumgartner, Jennifer Brickey, Alice Brown, Mona Golla-Kolosso. Director Ellen Connor was also present. Blair Olsen was excused. Dr. Melanie Oppor absent.

Visitors: none present

Motion made by Golla-Kolosso / Brown to approve the agenda. Motion carried.

Motion made by Brown / Golla- Kolsso to approve the February 14<sup>th</sup>, 2017 minutes. Motion carried.

Motion made by Brickey / Brown to approve the payment of the monthly bills in the amount of \$4,471.59 from the general fund and \$434.00 from the donation account. Motion carried.

Monthly Budget Report: Director Connor reviewed January 2017's budget.

**Library Director's Report:**

The February 2017 Library Director's Report was distributed. Director Connor reported an incident of theft. Indoor camera was used to identify person responsible and police was contacted.

**Committee Reports:**

**Building Committee-**

Cement/ Railing Project- Director Connor presented copy of Dennis Steigenberger's letter to Martell Construction and confirmation of request for services between Cedar Corp. and Sturm Memorial Library. Discussion of Steigenberger agreement with Library regarding retainer.

Conditional Motion by Brickey/Brown- if we do choose to accept the Cedar Corp. agreement that President Trull can sign on our behalf. Discussion. Motion approved.

Door Locks- JR's Lock& Key installed new lock to front door with cost of \$245. The back door will be done at a later date with cost of approximately \$500.

Committee for Building and Grounds Review will schedule meeting.

Light Replacement inside the Library- Master Electric proposal for replacing interior lamps and ballasts cost of \$3,868, with Focus Pay Back of \$938. Payment could come out of Contingent Fund, decision will wait until April's meeting.

**Finance & Personnel -**

Brickey reported CD of \$162,000 at Premier Bank is due April 23<sup>rd</sup>.

Motion made by Baumgartner/ Brown to reinvest approximately \$100,000 into a CD at Premier Bank and balance moved to a Premier account to pay for Concrete Project. Discussion. Motion approved.

Personnel Manual last reviewed in 2012. Director Connor stated there needs to be several changes. Committee is to review manual for next meeting.

**Communications:**

Sturm Memorial Library received a donation of \$100 from Helene Pohl.

**Unfinished Business:**

Director Connor informed the Board that Blaire Olsen has been named to fill vacancy on the Board.

**New Business:**

Appointment of Nominating Committee for Board officers:

Brickey and Golla-Kolosso- named as the committee. Nominations to be ready for April meeting.

Media Mentorship Class for Director:

Motion by Brown/ Golla-Kolosso to allow Director Connor to take UW online four-week class "Media Mentorship" with payment of \$165 to be taken from the Continuing Education fund. Discussion.

Motion approved.

Betterworld Books Grant Application for Book on the Bus:

Motion by Brickey/ Brown directed Director Connor to apply for Library Grant of \$11,000 needed for seat covers . Discussion. Motion approved.

Purchase of Display Unit for YA Section:

Motion by Golla-Kolosso/ Brown for Director Connor to purchase 36 book rack display unit to the amount of \$369 which is to be paid out of donation account. Discussion. Motion approved.

Next Meeting Date set for April 18, 2017 @ 5:30pm.

Motion by Brown/Baumgartner to adjourn the meeting at 6:57pm. Motion approved.

Respectfully Submitted:

Barb Baumgartner, Acting Secretary