

**Sturm Memorial Library
Board of Trustees Meeting
April 9, 2019**

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

Roll Call: members present: Judy Trull, Barb Baumgartner, Coleen Phelan, Mona Golla-Kolosso, Blair Olsen, Alice Brown, Library Director Ellen Connor also present. Dr. Melanie Oppor excused.

Introduction of Visitors: none

Election of Officers: President: Judy Trull, Vice President: Barbara Baumgartner, Treasurer: Blair Olsen, Secretary: Coleen Phelan

Committee Appointments:

Building Committee: Alice Brown and Barb Baumgartner

Finance and Personnel Committee: Judy Trull, Blair Olsen, and Coleen Phelan

Policy Committee: Mona Golla-Kolosso and Dr. Melanie Oppor

Approval of Agenda- Motion by Brown/ Phelan to approve the April agenda. Motion carried.

Approval of March Minutes – Motion by Brown/ Golla-Kolosso to approve the March minutes. Motion carried.

Approval of Library Bills- Motion by Golla-Kolosso/Phelan to approve Donation Account Expenditure bills of \$840.20 and Capital Expenditures bills of \$1938.50. Motion carried.

Distribution of Monthly Budget Report- Director Connor reported the Library is under budget.

Library Director's Report- Report was previously submitted to Board members. No Discussion.

Audience to Visitors- Scott Jaeger from Scott's Tree Moving & Sales re: Drive Up Book Return. Scott will make a new identical box or order a new one to replace the damaged existing box due to his snow removing accident. Discussion.

Committee Reports:

Building Committee-

1. Drive Up Book Return (Action Item)- Motion by Brown/Olsen to have the Library move forward with Scott Jaeger making and installing a new identical box replacing the damaged Drive UP Book Return Box
2. Report on Roof Repair- Director Connor informed the Board that wet ceiling tile fell onto the library floor water collected in a ceiling light fixture. She contacted Van De Hey Refined Roofing LLC. They came and shoveled off the snow that had accumulated on the roof. They replaced the felt and ridge flashing in the roof valley.

While removing snow a furnace vent was damaged. Manawa Heating & Cooling is working on fixing that.

3. Set Date for Building & Grounds Review- date set for Monday, April 29th at 3:00pm.
4. Video Camera Installation Update- Date has been set for PC& Cell Solution installing the video camera on Monday, April 15th.

Finance & Personnel-

1. Personnel Manual Review: Committee will meet in May. Director Connor will change gender wording.

Policy Committee- By-Laws Review- Director Connor went through language with Board and minimal changes were made. Motion by Brown/Phelan to approve minimal changes to the By-Laws. Motion Carried.

Old Business:

1. New Logo for Library- Director Connor has not heard from Chad about the Logo.
2. Teen Advisory Position on Library Board- Director Connor sent out student applications to certain Little Wolf High School teachers and as yet have not received any response from students.

New Business: (No New Business)

Next Meeting- May 14, 2019 @ 5:30 PM

Adjournment- Motion by Brown/ Baumgartner to adjourn at 6:18 pm. Motion carried.

Respectfully Submitted:
Barbara Baumgartner, Secretary