

Village of Hortonville Library Board

Meeting Minutes 10/03/2017

Meeting was called to order at 3:31 pm by President Julie Vanden Heuvel

Members present: Julie Vanden Heuvel, Mary Jo Lantz (left at 5:50 pm), Veronica Woodward, Katie Ringbauer, Anne Bohman, Pat Lund-Moe

Members excused: Todd Timm

Minutes from September meeting were reviewed. Motion: Anne, Seconded by: Pat; minutes were approved unanimously.

Rachel gave her directors report.

September's financial report and payment of bills were reviewed – board approved \$1301.46 for expenses. Motion made by Mary Jo, Seconded by Katie – board approved the revised expenses unanimously.

Salary change for staff member – motion to table this to 2018 was made by Mary Jo, Seconded by Veronica, board unanimously agreed to table until 2018.

Board reviewed the Addition to Clause of Personnel Addendum – (see handouts from Rachel) Veronica motioned to approve, Seconded by Pat – motion passed unanimously.

Library Closures for 2018 dates (see Rachel's handout for dates) motion made by: Anne, seconded by Mary Jo board approved 2018 closure dates unanimously.

Additional library closure dates for 2017 – October 28, November 22 & 25, December 15 & 16 – Motion made by Katie, seconded by Pat; motion passed unanimously.

Board approves paid holidays per village personnel manual for 2018 – Motion made by Mary Jo, seconded by Pat; motion passed unanimously.

Friends of Library updated – tabled to next month.

Motion to go into closed session made by Mary Jo, seconded by Veronica; board passed unanimously.

Motion to return to open session made by Veronica, seconded by Pat; board passed unanimously.

Rachel will update facebook page with donation items the library could use at this time (copy paper and other items she sees necessary).

Friends of the library will work on setting up the donation Christmas tree in library.

Items for future agenda –

1. Summer Program evaluations
2. ILL Policy
3. Donation Wishlist
4. Director Resignation

Motion to adjourn by Pat, Seconded by: Katie; meeting was adjourned at 6:10 p.m.

Next meeting October 10th

Submitted by: Mary Jo Lantz