

Meeting location: Silvis Public Library  
806 1st Avenue, Silvis, IL 61282

Date of Meeting: Sept. 11, 2017

The meeting began at 6:07 pm.

Present: Joy Cummings, Beth Teppen, Marigrace Alonso, Crystal McCaw, Deb Berglund, Diane Madden

Staff: Nancy Ashbrook

Absent: Carley Turkmani, Alex Turkmani, Sharon Kelley

Public Comment: None

Minutes – Motion: Diane Madden                      Second: Deb Berglund  
They were unanimously approved.

\$ 5,186.44 in bills presented.  
Motion: Marigrace Alonso                              Second: Deb Berglund  
They were unanimously approved.

The treasurer's budget report was presented.

Director's Monthly Report:

e-book circulation continues to look promising; registration for Sit and Be Fit program is 11; In-service day on November 13 with library opening to public at 1 pm; motion made by Diane Madden, seconded by Marigrace Alonso. Motion passed.

Rooftop furnace/ac needs replacing. Of four bids, lowest was Bornhoeft. Motion by Deb Berglund, seconded by Diane Madden. Motion carried.

Library staffed children's games for Moonlight Parade on August 26<sup>th</sup>. Nancy reported disorganization at the event planning level, and some improvements have been suggested for next year.

Murder Mystery at the Library is on Saturday, October 28<sup>th</sup>. Doors open at 6:15 pm; only taking 20 participants so register now!

Rotary Literacy Committee nearing goal for raising \$60,000 to get iPads into the third grade classrooms in Silvis and East Moline school districts.

The August Friends' minutes were presented.

Unfinished Business:

In old business, the board watched the Short Takes for Trustees video - "Board Self Evaluation."

Trustee Per Capita 2018 Requirements were discussed regarding safety. At October meeting, the board will watch a webinar on fire safety.

Bylaws were reviewed and amended. Motion made by Crystal McCaw; seconded by Marigrace Alonso. Motion passed.

Levy letter signed by President Joy Cummings. Director to deliver to City Council asap.

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Trustee Handbook is still in revision stages with new information being added. A digital copy will be sent anytime a new trustee comes on board; however a hard copy will be kept by the Director as well.

Board discussed addition to Internet Policy to address on site parental supervision for those children younger than 13 years of age, but older than 9 years of age.

New Business:

October's Short takes video to be postponed until November Board meeting; will show a fire safety webinar instead.

Plaque Dedication Ceremony will be Friday, October 6<sup>th</sup> at 4:30 PM. It will honor all current and past board members among others for their contribution to the 2016 Library Renovation.

Board schedule/planning committee needs to be set.

Job descriptions reviewed at October meeting.

On the Library's Wishlist – call Thymet to address pest control.

The items on the agenda for the October meeting are

Old Business:

Per Capita 2018 Requirements for Trustees – Safety webinar and reading Chapters 1-5 of Trustees Facts File, Board schedule/planning committee date, Job Descriptions review.

New Business: Short Takes for Trustees Video (Nov) - Succession Planning & New Board, 6 Month Job Evaluations.

The meeting adjourned at 7:19 p.m.

Minutes submitted by Beth Tepen