

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

Date of Meeting: December 11th, 2017

The meeting began at 6:15 pm.

Present: Beth Teppen, Carley Turkmani, Alex Turkmani, Crystal McCaw, Debbie Berglund, Joy Cummings, Marigrace Alonso

Staff: Nancy Ashbrook

Absent: Diane Madden, Sharon Kelley

Public Comment: 1st Ward Alderman Tony Trulson encouraged the board and thanked them for their work. He also suggested that, given the chance, the board should consider a course in ethics.

Minutes (as amended)– Motion: Alex Turkmani                      Second: Beth Teppen  
They were unanimously approved.

\$6,531.04 in bills presented.

Motion: Marigrace Alonso                      Second: Debbie Berglund  
They were unanimously approved.

The treasurer's Budget Report was presented.

The Director gave her monthly report. She reported that PrairieCAT was initiating a new call number schema which will require some spine re-labeling. She reported that the November 13th staff in-service day where the library staff reviewed and practiced the disaster plan and protocol went fabulously. The director informed the board that there had been a rebate check received for the recent insulation installation that was completed. She briefed the board trustees on her upcoming vacation timing. She also informed the board that she had posted the job advert for the position of Assistant Director that will soon be available and that she is accepting resumes. She reported that she had been able to attend a few Rotary meetings.

The November Friend's minutes were presented.

In old business, the Budget Committee meeting has been moved due to extenuating circumstances to Monday, December 18th, 2017. The Circulation Policy was approved as amended by the board, motioned by Alex Turkmani and seconded by Marigrace Alonso and was unanimously passed. The Personnel Policy was reviewed by the trustees as well as the 2018 Per Capita Grant application. The Trustee Orientation Handbook is available for new trustees.

In new business, the board will review and approve the proposed budget, review the Disaster Plan and Closed Session Minutes as well as review and approve the Personnel Policy.

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Nothing was placed on the library wish list.

The items on the agenda for the December meeting are  
Old Business: Review and Approval of proposed budget, Review-Disaster Plan, Review-Closed Session Minutes, Review-Personnel Policy.

New Business: Review-Gift Ban Policy, Serving Our Public - Reference & Reader's Advisory, Review- Strategic Plan

The meeting adjourned at 6:50 p.m.

Minutes submitted by Carley Turkmani