

Minutes of the Sherrard Public Library District Board of Trustees

March 20, 2018

Call to Order 7:02 P.M.

Board Members in Attendance: Allen Holdsworth, Molly Kindelsperger, Barb Ruane, Cindy Sanders, Sarah Soliz, Sheryl Steele, and Jim DeWitt

Board Members Absent: None

Staff: Paula Graff

Public Present: Diann Carran, Joseph and Brenden Gusse

Motions:

1. Motion to approve the minutes of February 20, 2018 by Ruane, Second by Soliz.
2. Motion to approve the minutes of March 5, 2018 by Ruane, Second by Soliz.
3. Motion to approve the Treasurer's report by Ruane, Second by Steele.
4. Motion to provide funding for landscaping to assist Brenden Gusse with his Eagle Scout Project to landscape the front of the library by Ruane, Second by DeWitt.
5. Motion to approve the purchase of the Donation Plaque from Midwest Horseshoeing Supply by Soliz, Second by Ruane.
6. Motion to correct the minutes of the October 18, 2016 meeting to read 'The next meeting will be November 15, 2016' not 2015 by Ruane, Second by Soliz.
7. Motion to adjourn at 8:47 by Soliz, Second by DeWitt.

Director: Tri-City Electric has run the electricity for the sign, but it was decided, after talking to the sign company, that we need to have a timer installed so the sign can be turned off at night. After the electric company installs the timer the sign company will come out and teach the staff how to use the sign.

Discussion:

Unfinished Business:

Landscape: President Holdsworth signed the paperwork to give Brenden Gusse permission to landscape the front of the library and install a flagpole for his Eagle Scout Project. Cindy Sanders took Brenden out to the site to give him preliminary ideas about what we want done. Brenden will seek donations of some of the materials for the project and we approved funding to assist him. Brenden is hoping to finish the project in April.

Friends of the SPLD: Diann Carran addressed the board about her concerns for the Friends group. There has been difficulty getting volunteers to serve on the Friends board. Signs and FaceBook posts will be initiated to help inform patrons of the need for help with the Friends. Diann is willing to be a point of contact with interested persons contacting the library and Paula will pass on the information to Diann.

Donation List: The final list to send to the plaque company is almost complete. Paula will get the list finalized by Friday.

Donation Plaque: After discussion, it was decided to purchase our donor plaque from Midwest Horseshoeing Supply with the heading 'Sherrard Library Donors' with enough room for 84 name plates.

Director Search: Applications for the four applicants were discussed. It was decided to interview three of the applicants. President Holdsworth will contact these applicants to set up interviews in the coming week.

Signs from Foxtail Vinyl Design: Cindy Sanders requested guidance on what kind of signs we want for the front entrance. The library logo was suggested for the glass above the door and library hours to be put somewhere on the doors or side panels.

Mobile Internet Hotspots: After some discussion about purchasing mobile internet hotspots for check out, it was decided to table this subject till the next meeting.

Flag Donation: The flag that was donated to the library in April of 2015 needed to be replaced. A flag was found in storage, so we have one for the new flagpole when its installed.

Little Free Library Project: One library has been installed in Matherville and is serviced once a month. We have four more to be put up in other spots in the library district.

New Business:

Satisfaction Survey: It was agreed that a satisfaction survey would be beneficial to assess response to the new library. It was decided to wait until a new director is chosen to let her help implement the survey.

Artwork for the Library: Paula will have Zach hang the plaques for special areas of the library.

Vacation and Personal Days Policy: This subject was tabled but needs to be discussed with changes and/or clarifications made to the present policy.

Discussion of Grievance: As per the grievance policy, a committee was formed and will do interviews and hopefully have a report ready to present to the board at the regularly scheduled meeting in April.

Ethics Training, Staff Training/Retraining ALA Policy on Privacy and Confidentiality: Refresher training on ethics and ALA policy was recommended and the manual on ALA Policy was pointed out at the meeting for board members to read.

Library Reorganization was tabled at this time.

The next meeting will be April 17, 2018 at 7:00 PM..

Respectfully Submitted,

Sheryl Steele, Secretary