

Crab Orchard Public Library
Board of Trustees Regular Board Meeting

February 20, 2018

President Russ Stoup called the board meeting to order at 6:45 PM. Present were Trustees, Stoup, Susan Rolf, Amanda Barker, Cheryl Johnson, Anita Biver and Library Director Erin Steinsultz. Absent were Scott Barger and Evelyn Barber.

Public Comment: None.

Disposition of Minutes of Previous Meeting: Johnson made a motion to approve previous minutes as presented. Rolf seconded. Motion carried.

Communications: Economic Statements of Interest were received.

Report of the Director: Erin submitted the February report. In addition to the written report, she noted that the new trees will be planted as soon as they arrive. Julie has been summoned for jury duty. It was decided that she should not be docked her normal pay. What is not paid by the county will be made up to her from the library. This will be addressed for future reference in cases such as this.

Financial Report: The financial report was approved and is ready to submit for audit.

Payment of Bills: Barker made a motion to pay Snider McCree \$493.88 for their regular service fee and also for preparation of the AFR. Johnson seconded. Motion carried.

Unfinished Business:

- a and b) Employee handbook and Policy handbook are works in progress.
- c) Julie is back from her vacation and back to work. Lola's painting class is booked up.
- d) Rolf made a motion to approve the Annual Financial Report and Audit (Comptroller's Report). Barker seconded the motion. A roll call vote was taken. Stoup, Rolf, Barker, Johnson, and Biver all voting aye. No nays.
- e) Gary Hill reported to Erin that there is no need for anyone else to be bonded.

New Business:

- a) Stoup will locate the Director's Evaluation survey.
- b) Erin will continue to work on the Library's Hours of Operation schedule.
- c) Lazorware offers leasing options for computers. Erin will check into the price of leasing 2 or 3 computers and eliminating the 6 that the library has now. There is a 3 year lease and then is there an upgrade? Would there be a break on maintenance costs? Should the library offer computer classes for seniors? The price of a new pc is \$1500 which includes a new monitor.
- d) The Friends of the Library has \$200 in funds that is dwindling due to inactivity. A new group could possibly be established as Supporter's of the Library. Stoup will contact a Friends of the Library member before a decision is made.

- e) Barker will need to run for Trustee position in the April 2019 election. This will be when Julie's term (now Amanda's) will expire. Rolf and ~~Barker's~~ terms will be up for renewal at that time as well. ^{Barber's}

Closed session: None.

Adjournment: At 7:43 PM, Johnson made a motion to adjourn. Rolf seconded. Motion carried.