

**Toulon Public Library District Board of Trustees Meeting
August 13, 2018**

The meeting of the Toulon Public Library District Board of Trustees was called to order at 7:03 p.m. Judy Beamer, Pat Brown, Roberta Cinnamon, Janet Curry, Jennifer Nutzhorn, Mark Wilson, and Director Michael Baumann were present. Melanie Boudreau was absent.

Approval of Agenda: Pat made a motion to approve the agenda. Judy seconded the motion; motion approved unanimously.

REPORTS

Secretary: Judy made a motion to approve the secretary's report from the June 14, 2018 meeting. Jennifer seconded the motion; motion approved unanimously.

Correspondence: Thank you notes were received from Tom and Diane Cinnamon, the Vicky Moutoux family, and Janet Kameron. Wyoming Public Library Board sent a letter requesting the bike station be placed at the Rock Island Depot instead of on the library grounds.

Treasurer: Roberta made a motion to approve the treasurer's report and pay the bills. Pat seconded the motion; motion approved unanimously with a roll call vote.

Director: Jan made a motion accept the Director's Report. Jennifer seconded the motion; motion approved unanimously.

SPECIAL ORDERS

Budget and Appropriation Hearing 18-4: Mark motioned to halt the regular meeting and hear public comment. Judy seconded; motion approved. Mark halted the meeting and opened for public comment. No one was present to be heard. Mark motioned to close and resume the regular meeting. Pat seconded; motion approved unanimously with a roll call vote; regular meeting was resumed

UNFINISHED BUSINESS

Per Capita Grant Trustee Education: Tabled until September meeting.

NEW BUSINESS

Secretary's Audit (review and certify 2017-2018 Secretary's Minutes): Mark appointed Jennifer and Jan to review and certify the 2017-2018 Secretary's Minutes.

Electrical Supplier, Homefield Energy Contract Sept. 2018-Sept 2019: Roberta made a motion to approve the Homefield Energy Contract, Sept. 2018-Sept 2019. Judy seconded the motion; motion approved unanimously with a roll call vote.

Year End Transfer (\$10,442.24): Pat made a motion to approve the year end transfer of \$10,442.24. Jan seconded the motion; motion approved unanimously with a roll call vote.

New American Express Business Account: Roberta made a motion open an American Express Business Account. Judy seconded the motion; motion approved unanimously with a roll call vote.

Computer Use Policy Review/verbiage changes: Pat made a motion to adopt verbiage changes to the Computer Use Policy. Roberta seconded the motion; motion approved unanimously.

Meeting Room Update: Michael made a presentation on changes for the meeting room. Roberta made a motion for estimated costs for changes in the meeting room: \$5,000 for building materials, Total Home Service \$5,000, Total estimate cost - \$10,000. Jan seconded the motion; motion approved unanimously with a roll call vote.

V. Moutoux memorial tree: Michael presented a report on the V. Moutoux memorial tree. Judy made a motion to plant a tree using memorial money. Jennifer seconded the motion; motion passed unanimously.

ADJOURNMENT

Judy made a motion to adjourn the meeting. Pat seconded the motion; motion approved unanimously. The meeting was adjourned at 8:15 p.m.

The date for the next regular meeting is Monday, Sept. 10, 2018 at 7:00 p.m.

Respectfully submitted,

Roberta Cinnamon, Secretary

