

**Toulon Public Library District  
Board of Trustees Meeting  
September 12, 2017**

The meeting of the Toulon Public Library District Board of Trustees was called to order at 7:10 p.m. Melanie Boudreau, Roberta Cinnamon, Jennifer Nutzhorn, Mark Wilson, and Director Michael Baumann were present. Judy Beamer, Pat Brown, and Jan Curry were absent.

**Approval of Agenda:** Melanie made a motion to approve the agenda. Jennifer seconded the motion; motion passed unanimously.

**REPORTS**

**Secretary:** Jennifer made a motion to accept the secretary's report (with corrections) from the August 14, 2017 meeting. Melanie seconded the motion; motion passed unanimously.

**Correspondence:** The library received a thank you note from Lyn and David Roark for the fresh flowers for Evelyn's service.

**Treasurer:** Roberta made a motion to accept the treasurer's report and pay the bills. Melanie seconded the motion; motion passed unanimously with a roll call vote.

**Director:** Jennifer made a motion accept the Director's Report. Roberta seconded the motion; motion passed unanimously.

**SPECIAL ORDERS**

**Budget and Appropriation Ordinance 17-4:** Melanie made a motion to approve B/A 17-4. Jennifer seconded the motion; motion passed unanimously with a roll call vote.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**Working Cash Interest Year End Transfer Meeting Schedule:** Roberta made a motion to make a working cash year end transfer into Corporate. Jennifer seconded the motion; motion passed unanimously with a roll call vote.

**Mortgage payment of \$17,860.95 due October 1:** Jennifer made a motion to approve the mortgage payment of \$17,860.95 due October 1<sup>st</sup>. Roberta seconded the motion; motion passed unanimously with a roll call vote.

**Additional mortgage payment:** Melanie made a motion to make an additional mortgage payment of \$12,000.00 towards the principle. Jennifer seconded the motion; motion passed unanimously with a roll call vote.

**Halloween Carnival Changes:** Michael outlined changes to the Halloween Carnival.

**Total Home estimate of \$895.00 for entry paint and maintenance:** Roberta made a motion to pay the Total Home estimate of \$895.00 for entry painting and maintenance. Melanie seconded the motion; motion passed unanimously with a roll call vote.

**Watch Video to complete Per Capita Grant requirement:**

We watched and discussed half of a one hour ILA library safety training video. We will finish the video at the October meeting.

**ADJOURNMENT**

Roberta made a motion to adjourn the meeting. Melanie seconded the motion; motion passed. The meeting was adjourned at 8:14 p.m.

The date for the next regular meeting is October 9, 2017 at 7:00 p.m.

Respectfully submitted,

Roberta Cinnamon, Secretary

