

Jean Waterloo Public Library

Board Minutes

May 17, 2019

- I. **Call to Order:** The regular meeting of the Board of Trustees of the Jean Waterloo Public Library was called to order at 6:07 PM by Sterling.

Present: Kathleen Andrews, Phino DeLeon, Virginia Hofman, Gretchen Sterling, Sylvia Steward

Staff: Karen White-Owens

Absent: None

- II. **Approval of the Agenda:** A motion was made by Steward, seconded by DeLeon to approve the agenda. Motion carried.

- III. **Public Comment:** None.

- IV. **Secretary's Report:** A motion was made by Hofman, seconded by Andrews to approve the March 2019 minutes. Motion carried.

- V. **Treasurer's Report:** Sterling reviewed a copy of the report with the board. The report was received and filed. The March & April bills were reviewed and discussed. A motion was made by Steward, seconded by Hofman to table the payment of bills for March & April until L. Couck can be present for the board to hear the explanation of her report. Motion carried.

- VI. **Director's Report:**
 - a. **Library Happenings:** The staff has been visiting local schools and reading to the students. The teen program has been growing as students discover their need for volunteer hours. The volunteers will be doing work in and around the library and then move to Haven Place to assist there as well. Plans are underway for the annual visit by the exotic animals this summer. A much anticipated event.
 - b. **Changing Banks:** The board discussed the option of pursuing a new bank as well as the pros and cons of a digital bank instead of a brick & mortar location.

- c. **2019/2020 Budget:** The board reviewed and discussed the budget proposal from White-Owens. Andrews offered some input regarding certain line items based on her expertise. Those changes were made, and the board felt the budget was complete. A motion was made by Steward, seconded by Hofman to approve the modified 2019/2020 budget. Motion carried.

VII. New Business:

- a. **Resignation of Drake:** Shirley Drake has formally stepped down from her position with the board.

VIII. Old Business:

- a. **New Trustee:** The board reviewed the prior candidates which had previously expressed interest in the trustee position. Afterward a motion was made by Andrews, seconded by DeLeon to add Adrienne Hilmon to the board.
- b. **Executive Position:** Andrews has accepted the trustee position for the board officially as of the May board meeting.

- IX. Next Meeting:** The next meeting is June 21st, 2019.

- X. Adjournment:** On a motion by Steward, seconded by Hofman, the meeting adjourned at 7:43 PM

Submitted by:



Phino DeLeon, Secretary