

Village Library Board of Trustees

Meeting Minutes

April 22, 2019

Opening

The regular meeting of the Village Library Board of Trustees was called to order at 6:02pm on April 22, 2019 by Lisa.

Present

Lisa Betz, Debbie Phillips, Natasha Donaldson, Anna Carter, Jack Hartman, Elizabeth Licitra, David

Approval of Minutes

The minutes of the February meetings were approved. Motion Jack, 2nd Debbie.

Township Correspondence

- Nonresponse from township is assumed to be an affirmative to Anna & Jack as board members
- Parking lot redo? Need some concerned patrons to advocate for library. Elizabeth will try to communicate this. Letters are also read at meetings. Ask Pam/Nat to look for participation for letter writing to township. October is Township budget meeting (get done before then).

Correspondence

- Audit paperwork came in to initiate audit
- Got thank you note from neighbors (Grace and Truth Fellowship)

Treasurer's Report

- Not much activity yet - approved
- A few CD's were closed
- Credit card limits are incorrect and need to be switched. **Debbie** will address it.
- Nat did comparison for 2017-2018. Raised more \$ in 2018.
- Picture with bank did not happen yet. **Debbie** will communicate with Nat.

Director's Report

- May yard sale will be canceled due to low sign-up. Will try advertising better next year. Potentially do on the same day as the book sale (outside, one day, contingent on rain?)

Old Business

- Lisa wrote letter to past donors. **Nat** will finish and refine.
- Hot spot demo will be set up by **Nat**.
- Quest helpers (April 13, 6:30-10:00am): Jack & Lisa (Debbie will check with Julianna) (Jack accidentally missed it). Seemed like a good turnout.
- **Lisa** update donor board – done, take down old (**Lisa**)
- **Debbie & Elizabeth** need to do personality test etc

New Business

- Put murals in local paper and send thank you's (**Nat**)
- May meeting MAY 20th @6:00pm. (to avoid memorial day)
- Lisa's report from systems meeting
 - New voting machines will have a demo at the libraries.
- Get contact info of potential new member from **Nat (Alison Bolt)**
 - **Elizabeth** can follow up
- Check for Children's table from Iron Mountains LLC received. Nat will get picture?
- Propose October book sale 10-12th.
- May Book Sale Jobs:
 - Need to put out signs. (Monday of Tuesday) **David**
 - **Elizabeth** will be doing garden
 - Start advertising
 - Carol will be at the sale (cannot lift anything), bake sale covered
 - Need coordinator for volunteer hours etc. **Carol**
 - Solicit people to bake goods: **Carol/Heidi/group effort**
 - **Anna** will send out reminders
 - **Mother's day gifts (Anna): (6-10 baskets)**
 - Baking it (cookie in mug etc.)
 - Mug + tea + books
 - Flowers (get donated? potted) – look into it next month
 - Coffee – **Anna** buy kcups and filtered water
- May have patron who is interested. **Nat** will follow up.
- **Nat** will add location to large flyers

Adjournment

Meeting was adjourned at 7:15 pm by Lisa Betz. The next meeting will be at 6:00 pm on May 20, 2019.

Minutes submitted by: Anna Carter