

MINUTES OF THE FOSSIL RIDGE PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

April 17, 2017

CALL BOARD OF TRUSTEES MEETING TO ORDER

Board President Sandra Bauter called the regular monthly meeting of the Fossil Ridge Public Library District Board of Trustees to order at 6:00 p.m.

The Pledge of Allegiance was recited by all.

ROLL CALL

Recording Secretary called the roll.

Trustees Present: Leone Heberer, Teri Jones, Michael Lamb, Danell Morrison, and Sandra Bauter. Trustees Absent: Jon Michael McCain. Staff Present: Richard Ashley: Library Director and Monica Zippel: Recording Secretary.

CORRECTIONS TO AGENDA None.

CONSENT AGENDA

1. Board Minutes – March 20, 2017.
2. Payment of Bills.
3. Nonresident Fee Policy.

Motion by Jones seconded by Lamb to accept items on Consent Agenda. Motion carried by roll call vote. Ayes: Heberer, Jones, Lamb, Morrison, and Bauter. Nays: None. Absent: McCain.

CORRESPONDENCE, COMMUNICATION & PUBLIC COMMENTS

1. Director Ashley received a letter stating that the library will be receiving \$11,493.64 for the Per Capita Grant and will be allowed an additional year to utilize the funds.

TREASURER'S REPORT

1. Treasurer Jones presented a written treasurer's report (attached). The report will be filed.

DIRECTOR'S REPORT

1. Director Ashley presented a written director's report (attached). The report will be filed.
2. Patio furniture consisting of tables and chairs was purchased for the library for \$1,300.00.

UNFINISHED BUSINESS

1. President Bauter read aloud Resolution 2017-02 -Appointment of Trustee to fill vacancy.

APPOINTMENT OF TRUSTEE TO FILL VACANCY

Motion made to appoint Terri Downey to fill the vacancy of trustee effective April 17, 2017. Motion carried. Ayes: Heberer, Jones, Lamb, Morrison, and Bauter. Nays: None. Absent: McCain. Terri Downey appointed as board trustee.

NEW BUSINESS

1. The Director Evaluation Procedure was discussed by the Board of Trustees.
 - A. The Director Job Description, Evaluation Form, Library Accomplishments, FY2017 Goals and FY2018 Goals will be received by May 15, 2017.

- B. The Board Members must return the evaluation form in a sealed envelope addressed to the Board President, by June 2, 2017. The envelopes should be placed in Tammy's mailbox for delivery to the Board President.
- C. The evaluation will be discussed in closed session on June 19, 2017 at the board meeting.
- 2. Term Nominations for Board Officers. President Bauter read aloud the Officer Election Process. The vacancies are for the Office of President, Vice President, Secretary and Treasurer of the Fossil Ridge Library Board. Teri Jones expressed her interest in the Office of Treasurer. Danell Morrison expressed her interest in the Office of Secretary. Michael Lamb expressed his interest in the Office of Vice President. Sandra Bauter expressed her interest in the Office of President.
- 3. Board of Trustees Policies was presented by Director Ashley and was discussed and reviewed by the Board of Trustees. Suggestions were made for changes to be made to sections of the policies.

FRIEND'S REPORT

- 1. Treasurer Jones reported that the Friends of the Library purchased the coffee maker. They will be selling pop and water. They are donating a \$25 award for the Teen Art Show for a prize and are baking cookies for the show. Additionally, they purchased lunch for the staff in recognition of National Library Week.

OTHER BUSINESS

- 1. The Statement of Economic Interest forms must be turned in by all board members by May 1, 2017.
- 2. Director Ashley mentioned that the library is in need of a new bike rack.

ANNOUNCEMENTS

- 1. The Regular Board Meeting is scheduled for Monday, May 15, 2017 at 6:00 p.m.
- 2. Teen Art Exhibit is scheduled for Friday and Saturday, April 28 & 29, 2017. The reception will be held on Saturday, April 29, 2017.

Motion by Heberer and seconded by Jones to adjourn the regular monthly meeting of the Fossil Ridge Public Library District Board of Trustees. Ayes: All. Nays: None. Absent: None. Motion carried.

Meeting was adjourned at 6:55 p.m.

Recording Secretary – Monica Zippel

X

Danell Morrison
Secretary

X

Date of Approval