

**Round Lake Library Board of Trustees Meeting
January 14, 2014
Round Lake Library**

Trustees Present: Bill Ryan, Nancy Theissen, Deb Albrecht, Lois Whitbeck, Diane Shapiro, Alyse Peterson, Danielle Rigney, Diane Marchand

Associate Trustees Present: Angela DeMeritt, Craig Warner

Absent:

Excused: Ann Watson

Director: Jennifer Hurd

Public:

Presenters:

Quorum present

The meeting was called to order by Bill Ryan at 7:00pm.

Minutes

A motion to approve the minutes of the 12/10/13 library trustees board meeting was made by Lois Whitbeck, seconded by Craig Warner and approved with 1 abstention.

Directors Report

Jennifer Hurd presented the attached director's report. The local Girl Scout troop has requested use of the library for their overnight "lock in" on 2/14/14. Following insurance discussion a motion was made by Craig Warner, seconded by Deb Albrecht and passed with 1 abstention to approve the use of the library for this event.

The Girl Scouts have also requested permission to offer babysitting services from 5-7:30 on 2/14/14. Advanced registration would be required. Jennifer Hurd consulted with Sara Dallas who indicated that this type of service is considered a community partnership and therefore meets library policy. Insurance concerns were raised so Jennifer will follow up on the coverage and email her findings to the board. Jennifer also requested that our billing policy period for overdue books be changed from 60 to 30 days. Trustees approved.

SALS is offering four \$5000 construction grants and Jennifer has been working on the application. She has received 3 estimates to add heat to the back porch in order to increase usable library space. If we receive the grant, WRLIS would ultimately make the decision as to its use since this is a building issue.

Financials and Library Statistics

Monthly reports for the library budget, profit & loss, balance sheet and library statistics were reviewed by the trustees. Copies are attached.

Key for Municipal Building

At Bill Ryan's request Lois Whitbeck will arrange to have a key made for the president of the library trustees to access the building for meetings.

Other

There will be a special trustees meeting held on Tuesday, Jan 21th at 7 pm in the Round Lake Village Community Room. The purpose will be organizational. Agenda will include distribution of handbooks and

by-laws, election of officers and completion of new bank signatures' forms. Notices will be posted at the municipal building and both libraries.

Motion to adjourn was made by Bill Ryan at 7:43 pm.

Next meeting February 11, 2014 – 7 pm – Round Lake Village Community Room