

**Round Lake Library Board of Trustees Meeting
February 10, 2015 - Draft
Round Lake Library**

Trustees Present: Bill Ryan, Nancy Theissen, Lance Spallholz, Paul Block

Associate Trustees Present: Steve Ames, Craig Warner, Angela Demeritt

Absent:

Excused: Danielle Rigney, Jean Sweet, Heidi Parker, Deb Albrecht

Director: Jennifer Hurd

Public: None

Presenter: None

Quorum present

The meeting was called to order by Nancy Theissen at 7:00pm.

Minutes

A motion to approve the minutes of the 1/13/15 Board of Trustees Meeting was made by Craig Warner, seconded by Bill Ryan and approved with 1 abstention.

Vice President Vacancy

With Alyse Peterson's term being completed, there was a vacancy for the position of Vice President. Nancy Theissen made a motion to nominate Lance Spallholz as Vice President. It was seconded by Bill Ryan and unanimously approved.

Contact List

Our Board of Trustees contact list will be updated and emailed to all members.

Directors Report

Jennifer Hurd presented the attached director's report. Highlights include:

*Ancestry.com is now available for free at both branches

* Monetary and book donations were made in memory of Virginia Brown

*The Polaris System is being upgraded

She also updated the group on Paul Mays' work. He will schedule a meeting with the reporting group in the next couple of weeks.

The Library Annual Report work is underway and will be completed by 2/23/15. Jennifer requested a short (15 mins) trustees meeting on 2/24/15 at 9:00 am at Clark House to approve the report. Notices will be posted in both buildings.

Jennifer has also asked that the library close at 4pm on Friday 3/6/15 for staff development to learn the updates to Polaris. A motion to that effect was made by Nancy Theissen, seconded by Craig Warner and unanimously approved.

Library Statistics

Monthly reports for the library statistics were reviewed. Copies are attached.

Budget

The Board reviewed monthly reports for the library budget, profit & loss and balance sheet (copies attached). A motion was made to approve the financial documents by Bill Ryan, seconded by Craig Warner and approved with 1 abstention.

Updates

A check arrived and was deposited from the Town of Malta for the quarterly payment (\$72,750).

We received a letter from Wayne Burton, attorney for Jean Sherman's estate, indicating that he is preparing to make the final distribution to the parties named in her will, one of which is the Round Lake Library. He needs written documentation from the IRS that we are a 501(c)(3) organization. It will be sent to him as soon as we locate it.

414 Discussion

Board members had read the 414 information provided by Alyse Peterson at last month's meeting. Discussion followed regarding whether to propose an increase in library funding by the Town of Malta on the 2015 or 2016 November ballot. The consensus was to wait for 2016. Our focus for 2015 will be to promote awareness of the library services available in the Town of Malta and encourage its continued use in meeting the needs of our community.

Motion to adjourn was made by Bill Ryan at 7:59 pm.

Next meeting March 10, 2015 – 7 pm – Round Lake Village Community Room