

## **Round Lake Library Board of Trustees Meeting**

**November 8, 2016  
Round Lake Library**

**Trustees Present:** Nancy Theissen, Lance Spallholz, Deb Albrecht, Jean Sweet, Rachel Ziegler Sheridan, Courtney Max, Lydia Hoffman

**Associate Trustees Present:** Steve Ames, Angela DeMeritt

**Excused:** Paul Block

**Absent:** None

**Director:** Jennifer Hurd

**Public:** None

**Quorum Present**

The meeting was called to order by Nancy Theissen at 7:01pm.

**Minutes:** The minutes for the October trustees' meeting were reviewed. A motion to approve the minutes of the 10/11/16 meeting was made by Jean Sweet and seconded by Rachel Ziegler Sheridan. The minutes were unanimously approved, with an abstention by Lance Spallholz, who was absent from the October meeting.

**Directors Report:** The attached director's report was discussed. Highlights include: -An increase in circulation of materials during the month of October, including digital items. - A staff meeting held and attended by all library staff, the next of which is scheduled for December. -Successful library programs in October, including a visit by children's author, Sally Rippin. -Bullet aid in the amount of \$15,000 received by the library, thanks to Senator Farley.

**Library Statistics:** Monthly reports for the library statistics were reviewed. Copies attached.

**Budget/Quarterly Reports/Warrants:** The Board reviewed the monthly reports for the library budget, as well as profit/loss and balance sheets for October of 2016. A motion to approve the financial documents through October 2016 was made by Angela DeMeritt, seconded by Jean Sweet, and unanimously approved.

**Financial Officer Position:** The need for a new WRLIS Financial Officer was further discussed. The roster of WRLIS members will be reviewed for potential candidates, with the goal of having the position filled by December 31, 2016.

**414 Conclusion:** Campaigning for the 414 vote having reached a conclusion, discussion involved the pick up of lawn signs and the writing of thank you notes to volunteers.

**Director Evaluation:** The evaluation will be completed before December 31, 2016.

**Motion to Adjourn** was made by Deb Albrecht at 7:40pm.