

Parlin-Ingersoll Public Library Board of Trustees

Minutes for July 19, 2017

A.) Call to Order:

Present: Pat Carter, Jana Emmons, Kim Freiley, Cathy Ludlum, Trygve Meade, Brad O'Brien

Absent: Chris Duvendack, Michelle Quinones, Keely Vollmar

B.) Approval of Previous Minutes:

Approved Motion: Hearing no objections or corrections, the June 21, 2017 minutes were approved. (Motion: Mrs. Ludlum; Second: Mr. Meade).

C.) Public Comments

There were no public comments.

D.) Communications

Elson Memorial Update

Ground breaking for the Memorial should begin later this week. Mrs. Bunner has notified Nancy Elson so she may make a final selection of paver stones.

Staffing Update

Both new hires have started work and are doing well. Mrs. Bunner notified the Board that one new hire will need to be off for a medical leave in August under the Americans with Disabilities Act.

Elson Trust Update

Mrs. Bunner received notification from Sue Freiley at MidAmerica National Bank the first annual distribution from the Elson Trust will be made later this month for about \$1650. This annual distribution was part of the will of former board member, James J. Elson.

Audit Update

Mrs. Bunner reported that auditor Lori Salmi has been at the library twice gathering information for the FY17 audit. She will also be meeting later with Treasurer Pat Carter and again with Mrs. Bunner and Debbie Massey, Accounts Manager, before she finalizes her report.

Ingersoll Trust Quarterly Meeting

The beneficiaries of the Charles D. Ingersoll Trust will meet on Wednesday, July 26, 2017, at 1 p.m. in the MidAmerica National Bank Board Room to review the second quarterly report.

Director's Activities in June

Director activities in June: Rotary Board Meetings, Rotary Luncheons

E.) Director's Report

1.) Consent Agenda

Approved Motion: The board voted unanimously to approve the consent agenda for June. (Motion: Mr. Meade; Second: Mr. Carter).

2.) Per Capita Grant Review

Mrs. Bunner and the Board reviewed Chapters 1-3 of the Trustee Fact File as part of the FY18 grant requirements.

Adjournment: The meeting was adjourned at 4:50 p.m. (Motion: Mr. Carter; Second: Mrs. Freiley).

NEXT MEETING: *The Board of Trustees will hold their next regular meeting Wednesday, August 16, 2017, at 4 p.m. at the Parlin-Ingersoll Public Library Board Room.*

Attest: _____
Secretary

Date: _____