

**Julia Hull District Library
Board of Trustees Minutes
August 19, 2019**

Present: Jason Miller, Kelley Roganowicz, Jackie Schumacher, Emily Beach, Karl Hall, and Director, Joanna Kluever

Absent: Jeff Mickey

Public Hearing: There was a public hearing for the Budget and Appropriation Ordinance No. 19-03 that was called to order at 6:15 p.m. by President Jason Miller. There was no public in attendance. There was a motion to adjourn the meeting made by Karl Hall, and seconded by Jason Miller. The meeting was adjourned at 6:30 p.m.

The regular meeting was called to order by President Jason Miller at 6:30 p.m.

Public: None

Secretary's Report: Minutes from the month of June were read and discussed. A motion was made to approve the minutes with information added to the Executive Session. The motion was made by Kelley Roganowicz, and seconded by Karl Hall. Motion passed.

Minutes from the month of July were also read and discussed. Jackie Schumacher moved to approve the minutes from the July board meeting. Karl Hall seconded the motion. Motion carried.

Financial Report: The financial report for July was presented, accepted, and filed. This report was created by Director, Joanna Kluever, in lieu of the Treasurer vacancy.

Director's Report and Circulation Report: The director's report and circulation report were presented, accepted and filed. Director Joanna Kluever shared the statistics for the FY 18/19 with the board, including circulation statistics, attendance and the status of the current collection. Programming for the month of September includes Adult Book Club offering of Peter Heller's The River, while the Young Critics' Club choice is Skyward. In late July, there was a presentation by Leslie Goddard that was very well attended. September offerings will include a Teen Crafternoon to make crafts using Post-it notes, an airplane lab, an event to commemorate Library Card sign-up month, and the annual Fall Book Sale to coincide with the Fall Festival. The Fall Festival theme has been announced for this year. It is "Giving Back," and the parade will be at 1:00 on September 29. Joanna has begun to complete the annual reports for the library, including the IPLAR and the ILL lender report. She is also working on the Annual Financial Report and the Per Capita Grant application. Finally, there was a strategic plan meeting hosted by MCUSD #223; more information about it will be in the New Business section.

Unfinished Business:

- a) **Fall Festival Parade:** We currently have a wagon to use, and can reuse the base and frame that was created in past years. Joanna will order a banner with the theme of "Giving Back" on it. More discussion next month about our decoration idea (*The Giving Tree*), and a night will be scheduled to create the float.

New Business:

- a) **FY 2018/19 Surplus:** Tabled.
- b) **Board Vacancy:** There is a board vacancy, due to the passing of Darrell Ropp. Joanna will contact the other applicant from the last vacancy to gauge interest. The Treasurer position will also be placed onto next month's agenda.
- c) **Book Donation:** There was a suggestion that we place a book in the library in honor/memory of Darrell Ropp.
- d) **Strategic Plan:** A meeting was hosted by MCUSD #223 on August 2, with the school district, the townships, the county, and the JHDL. There was a discussion about economic growth and how to attract additional industry. We discussed our strategic plan, and the feeling was that it is still relevant and appropriate today. It will be put on the action agenda for next month for an official review/approval/amendment.

Action Agenda:

- a) **FY 20/21 Budget & Appropriation Ordinance No. 19-03:** A motion was made by Kelley Roganowicz and seconded by Jason Miller to accept the FY 20/21 Budget & Appropriation Ordinance No. 19-03. A vote was taken by Roll Call (Jackie Schumacher: yes, Emily Beach: yes, Karl Hall: yes, Jason Miller: yes, Kelley Roganowicz: yes), and passed unanimously.
- b) **Expenditures:** Motion was made by Karl Hall, and seconded by Kelley Roganowicz to pay the September expenditures. A vote was taken by Roll Call (Jackie Schumacher: yes, Emily Beach: yes, Karl Hall: yes, Jason Miller: yes, Kelley Roganowicz: yes), and passed unanimously.

- c) **IRS Payment Approval:** Motion was made by Jackie Schumacher, and seconded by Kelley Roganowicz to pay the IRS for the month of September. A vote was taken by Roll Call (Jackie Schumacher: yes, Emily Beach: yes, Karl Hall: yes, Jason Miller: yes, Kelley Roganowicz: yes), and passed unanimously.
- d) **Payroll Expenditures:** Motion was made by Jackie Schumacher, and seconded by Karl Hall to pay the September payroll expenditures. A vote was taken by Roll Call (Jackie Schumacher: yes, Emily Beach: yes, Karl Hall: yes, Jason Miller: yes, Kelley Roganowicz: yes), and passed unanimously.

Kelley Roganowicz moved the meeting be adjourned. Emily Beach seconded the motion.

Meeting adjourned at 7:30 p.m.

The next meeting of the Board of Trustees will be held on Monday, September 16, 2019, 6:30 pm at Julia Hull District Library, 100 Library Lane.

Kelley Roganowicz, Acting Secretary