

**Julia Hull District Library
Board of Trustees Minutes
November 18, 2019**

Present: Jason Miller, Kelley Roganowicz, Jeff Mickey, Jackie Schumacher, Emily Beach, and Director, Joanna Kluever

Absent: Karl Hall, Sara Grobe

The regular meeting was called to order by President Jason Miller at 6:37 p.m.

Public: None

Secretary's Report: Minutes from the month of October were read and discussed. A motion was made to approve the minutes by Kelley Roganowicz, and seconded by Jeff Mickey. A vote was taken by Roll Call (Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.

Financial Report: The financial report for October was presented, accepted, and filed. The report was created by Jeff Mickey, treasurer.

Director's Report: The director's report and circulation report were presented, accepted, and filed. Programming for the month of December includes Adult Book Club discussing Lori Gottlieb's Maybe You Should Talk to Someone, and the Young Critics Club choice of Charlie and the Chocolate Factory, written by Roald Dahl. December programming also includes adult craft night, Kids' Holiday Movie Double Feature, and Cardboard Gingerbread house crafting. Introduced was a new app in development from PrairieCat to aid patrons with many services including renewals, notifications, and viewing the library catalog.

Unfinished Business: No unfinished business for the month of November.

New Business:

- a) **FY2019 Annual Financial Report:** Fiscal Year 2019 Annual Financial Report was reviewed and discussed. A motion was made to approve the report by Kelley Roganowicz, and seconded by Jeff Mickey. A vote was taken by Roll Call (Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.
- b) **Library Re-Branding Questionnaire:** Joanna Kluever led Board Members through a questionnaire to aid in the re-branding on the library.

Executive Session: Jason Miller moved we go into Executive Session at 7:08pm, seconded by Kelley Roganowicz. Kelley Roganowicz moved we exit Executive Session at 7:16pm, seconded by Jeff Mickey. A motion was made to approve the Holiday gifts by Kelley Roganowicz, and seconded by Jeff Mickey. A vote was taken by Roll Call (Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.

Action Agenda:

- a) **Expenditures:** Motion was made by Jeff Mickey and seconded by Kelley Roganowicz to pay the December 2019 expenditures. A vote was taken by Roll Call (Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.
- b) **IRS Payment Approval:** Motion was made by Jeff Mickey and seconded by Kelley Roganowicz to pay the IRS for the month of December 2019. A vote was taken by Roll Call (Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.
- c) **Payroll Approval:** Motion was made by Jeff Mickey and seconded by Kelley Roganowicz to pay the December 2019 payroll expenditures (pay periods November 29 and December 13). A vote was taken by Roll Call (Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.

Kelley Roganowicz moved the meeting be adjourned; Jeff Mickey seconded the motion. Meeting adjourned at 7:31pm.

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