

**Julia Hull District Library  
Board of Trustees Minutes  
December 16, 2019**

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

Absent: None

**The regular meeting was called to order by President Jason Miller at 6:35 p.m.**

Public: None

**Secretary's Report:**

- a) **November 2019 Minutes:** Minutes from the month of November were read and discussed. A motion was made to approve the minutes—with the expenditures payment added—by Jeff Mickey, and seconded by Jackie Schumacher. A vote was taken by Roll Call (Karl Hall: yes, Jeff Mickey: yes, Jason Miller: yes, Sara Grobe: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.
- b) **6-Month Executive Session Review:** The executive session review was completed. A motion was made to approve the review by Karl Hall, and seconded by Jeff Mickey. A vote was taken by Roll Call (Karl Hall: yes, Jeff Mickey: yes, Jason Miller: yes, Sara Grobe: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.

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

**Director's Report:**

- a. The Director's report and circulation report were presented, accepted, and filed. Programming for the month of January includes Adult Book Club discussing C.A. Fletcher's A Boy & His Dog at the End of the World and the Young Critics Club choice of Elvis is King, written by Jonah Winter. January programming also includes adult craft night, Storytime with Elephant & Piggie, and a presentation entitled "Travel Tips: TSA Precheck, Global Entry, and Real ID". Introduced was a new program called "Fun Day Monday", which will be held on Mondays without school for children grades Kindergarten through Fifth and features different hands-on programming.
- b. Library Director Joanna Kluever reported that all annual reporting has been completed and submitted.

**Unfinished Business:** The Library re-branding is still underway. The graphic artist spent a morning at the library and was able to witness different programming and take a tour of the physical building while interacting with staff members.

**New Business:**

- a. **Building & Capital Reserve Fund Renewal (Ordinance 19-05):** The Building and Capital Reserve Fund was presented and discussed. Motion was made by Kelley Roganowicz and seconded by Jeff Mickey to approve Ordinance 19-05 (an amendment to Ordinance 17-04). A vote was taken by Roll Call (Karl Hall: yes, Jeff Mickey: yes, Jason Miller: yes, Sara Grobe: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously. Ordinance 19-05 was signed by President Jason Miller and Secretary Emily Beach.
- a. **12-Month CD Investment Maturation:** Treasurer Jeff Mickey presented rates for a Certificate of Deposit that is maturing at Stillman Bank. Kelley Roganowicz made a motion to renew the CD for a term of 24 months at the best rate available, motioned seconded by Karl Hall. A vote was taken by Roll Call (Karl Hall: yes, Jeff Mickey: yes, Jason Miller: yes, Sara Grobe: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.

**Executive Session:** Karl Hall moved we go into Executive Session at 7:02pm, seconded by Jeff Mickey. Karl Hall moved we exit Executive Session at 7:04pm, seconded by Emily Beach.

**Action Agenda:**

- a) **Expenditures:** Motion was made by Jeff Mickey and seconded by Karl Hall to pay the January 2020 expenditures. A vote was taken by Roll Call (Karl Hall: yes, Jeff Mickey: yes, Jason Miller: yes, Sara Grobe: 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 Emily Beach to pay the IRS for the month of January 2020. A vote was taken by Roll Call (Karl Hall: yes, Jeff Mickey: yes, Jason Miller: yes, Sara Grobe: 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 Emily Beach to pay the upcoming payroll expenditures (pay periods December 27 and January 10). A vote was taken by Roll Call (Karl Hall: yes, Jeff Mickey: yes, Jason Miller: yes, Sara Grobe: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.

**Jeff Mickey moved the meeting be adjourned; Jackie Schumacher seconded the motion. Meeting adjourned at 7:06pm.**

The next meeting of the Board of Trustees will be held on Monday, January 20, 2020, 6:30 pm at Julia Hull District Library, 100 Library Lane.