

MINUTES OF THE HARTLAND PUBLIC LIBRARY BOARD OF TRUSTEES

Regular meeting on January 11, 2018

Submitted by Nancy Massnick

- A. President Janet Schmitt made CALL TO ORDER at 5:07. Present were Board members Michele Plank, Amy Reichert, Jay Williams, Judie Dimond, Karen Compton and library director Nancy Massnick. Lynda Crooke was absent.
- B. PUBLIC COMMENT: None.
- C. MINUTES of the December meeting were reviewed. Motion to accept the minutes was made by Williams and seconded by Dimond. The motion carried.
- D. FINANCIAL AFFAIRS:
 - 1. Motion to approve the December bills was made by Compton and seconded by Reichert. The motion carried.
 - 2. The status of the budget was reviewed; it is incomplete until the Village audit.
- E. DIRECTOR'S REPORT:
 - 1. E-commerce has begun; this is a method by which the patrons can pay for fines or lost books with their credit cards.
 - 2. The Board accepted two donations; one for two StoryWalk posts and one for \$100.00 for the general gift fund.
- F. OLD BUSINESS:
 - 1. The Library Board moved to accept the Village-wide 1.9% increase given to all employees. Moved/seconded Williams/Dimond, motion carried.
 - 2. The library-closed days for 2018 were reviewed by the Library Board. Acceptance moved/seconded by Reichert/Plank, motion carried.
 - 3. Janet passed out a timeline for the hire of a new library director for board review. The advertisement for a new director was approved by the board; moved/seconded by Reichert/Dimond, motion carried. It was decided to reserve the Village Board room for interviews.
- G. NEW BUSINESS:
 - 1. The Library Board adjourned into closed session for the personnel review of the library director.
- H. Adjournment: Motion to adjourn was made at 6:20 by Williams, seconded by Compton. Motion carried. The next meeting is scheduled for Thursday, February 8, 2018 at 5:00.