

MINUTES OF THE HARTLAND PUBLIC LIBRARY BOARD OF TRUSTEES

Regular meeting on February 8, 2018

Submitted by Lynda Crooke

- A. Vice-President Jay Williams made CALL TO ORDER at 5:05. Present were Board members Michele Plank, Amy Reichert, Judie Dimond, Karen Compton, Lynda Crooke and library director Nancy Massnick. Janet Schmitt was absent.
- B. PUBLIC COMMENT: Heidi Bauer was present, but made no comment.
- C. MINUTES of the January 11 meeting were reviewed. Motion to accept the minutes was made by Compton and seconded by Reichert. The motion carried.
- D. FINANCIAL AFFAIRS:
 - 1. Motion to approve the January bills was made by Reichert and seconded by Dimond. The motion carried.
 - 2. The status of the budget was reviewed.
- E. DIRECTOR'S REPORT:
 - 1. Circulation was up 541 for the month. Internet usage is down, but the wireless usage is up.
 - 2. Marlene Millevolte will be at the next Board meeting to present an artwork piece for possible display at the library.
 - 3. E-commerce transactions are up and running, although we have none for January.
 - 4. Staff is working on the March/April programs.
- F. OLD BUSINESS:
 - 1. Four applications have been received so far for the Library Director position.
 - 2. Circulation Clerk Brianna Rasmussen will be leaving the library. Ryan Wong is handling the hiring process for a new clerk, which closes February 16.
- G. NEW BUSINESS:
 - 1. Nancy presented the state annual report for Library Board approval. Motion was made by Crooke and seconded by Plank to accept the report as written. Motion carried.
- H. Adjournment: Motion to adjourn was made at 5:28 by Reichert, seconded by Compton. Motion carried. The next meeting is scheduled for Thursday, March 8, 2018 at 5:00.