

October 10, 2017

The Colona District Library Board met with Clark, Hughes, Koska, Massarolo, Reiger, Rizzolo, White, and Director Von Arb physically present.

The regular meeting was called to order at 6:33 p.m. at the Colona District Library by Hughes.

There were no visitors.

The August 8, 2017 meeting minutes were reviewed and approved by consensus.

The Treasurer's reports for July, August, and September were reviewed. It was noted the first levy payment was received in July. In August there was a three year payment for the computer firewall under computer expenses. In September the 2nd half of the levy payment was received. The Treasurer's reports were approved by consensus.

There was no Children's report.

Von Arb presented the Director's reports for August and September. Maintenance has been done to the cracks in the concrete and the mosaic had some panels replaced. The back wall was painted. Work is being done on the Levy Ordinance. A job listing has been posted for Von Arb's position as she prepares for retirement. There was a program on Amelia Earhart. A program on Spirits and Séances will be presented in October as well as the Fall Festival.

The Director's reports were approved by consensus.

Old Business – None.

New Business – Adopt and Publish Resolution to Levy 0.02% Tax –The Resolution to levy 0.02% tax was reviewed. This will be published in the paper. Koska made a motion to adopt Resolution 17-03 to levy 0.02% tax. Clark seconded the motion. All present were in favor and the motion passed.

Adopt Levy Ordinance and Resolution – The Levy Ordinance and Resolution was reviewed. Koska made a motion to adopt Levy Ordinance and Resolution 17-04. Clark seconded the motion. All present were in favor and the motion passed.

Assign Check Signers for Banks – Von Arb reported we need to update the check signers. Koska and Massarolo will sign for Black Hawk. Clark and Koska will sign for IHMVU. (After the hiring for Sarah Alexander, she will be added to both banks.)

Shelving for Juvenile Section – Von Arb stated there was a need for more shelving for juvenile books. She received a quote for approximately \$1,800 for four units which would

match what we currently have. Rizzolo made a motion to purchase four units for juvenile shelving units not to exceed \$2,000. White seconded the motion. All present were in favor and the motion passed.

Review applicants for Director Position – Von Arb reported she had received seven applications for the Director position. Four applicants were selected for the first set of interviews. It was decided to have Hughes, Massarolo, and White conduct the first set of interviews. They will meet and develop some questions to ask. Von Arb will ask the staff for questions and set up dates and times for the first set of interviews.

Assign Review of Disaster Plan – Koska will review the Disaster Plan for the next meeting.

Review of Technology Plan – Von Arb reviewed the Technology Plan. She updated as needed with the number of computers, etc. The Technology Plan was accepted with the updates.

Review of Trustee Facts File Chapters 1 -5 – The members reviewed and discussed the Trustee Facts File Chapters 1-5.

Further Business – Safety Training – It was reported the Trustees watched the online training dealing with an active shooter since the last meeting. It was very educational.

The next meeting will be held on January 9, 2018 at 6:30 p.m.

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Charlene Massarolo, Secretary