

Anne West District Library Board of Trustees Meeting

November 26, 2019

Meeting at Anne West Library Conference Room

Meeting was called to order at 6:30 pm by Vice President Bill Slider and a determination of a quorum was established with the following board members physically present: Jim Koonce, Bill Slider, Sheri Hunter, Allison Owen, Elaine Miskell and Debbie Johnson present. Butch Waggoner was absent. Employees present were Mary Stoner and Jennifer Sigler. Visitor was Ben Craft.

Approval of the agenda was approved with a motion made by Jim Koonce, and seconded by Sheri Hunter. The motion carried.

Reading and approval of last month's minutes were approved with a motion by Allison Owen; seconded by Sheri Hunter, and the motion was carried.

There were no Public Comments.

In Communications, we had continued positive feedback from Harness Digital Marketing, with increases both on Facebook and Instagram. Our contract with Harness Digital Marketing has now ended.

The bookkeeper gave the monthly financial report. In a motion made by Debbie Johnson and seconded by Allison Owen, the Board moved to move \$90,000 from the Tax Account to the Operating Fund. Motion carried.

In a motion made by Jim Koonce and seconded by Elaine Miskell, it was unanimous approval from the Board on the 3/5 Majority Vote Report certification. Debbie Johnson signed this on November 27 with Pam Alstat notarizing this. The motion to approve, per audit, the Financial Secretary's report was made by Jim Koonce, seconded by Debbie Johnson, and this motion carried.

Mary Stoner gave the Library Director's report. Noted was the wonderful amount of children taking part in the Library activities, which included a sensory activity with pumpkins for our children with special needs. The Board was also pleased to hear how the local high school book club is a great help with our community events, such as the Pumpkin Path. In a motion made by Debbie Johnson and seconded by Allison Owen, the Director's report was accepted by the Board.

In Committee work, it was noted that several will be meeting before our next Board meeting in January.

In Unfinished Business, Bill Slider (acting president) signed the Contract for Architectural Services, with Steve Sims as our contact person. In an update on our Loan application, in a revised loan, explained by Ben Craft, the Board, by a motion made by Jim Koonce and seconded by Elaine Miskell, moved to accept the 20 year adjustable rate loan with Banterra Bank. (see Banterra Bank document for more info)

There was a motion to follow Resolution 19-03 in order to borrow money, made by Jim Koonce, and seconded by Allison Owen. This motion carried.

The Board addressed the proposal given last month by KEB (Kerber, Eck and Braeckel, LLP) auditing. In a motion made by Allison Owen and seconded by Elaine Miskell, the Board chose the option of the full audit, with the price of \$8,800. This motion carried.

Bill Slider, acting president, signed the Certificate of Status-Non –Homestead Exemption Renewal form.

Regarding the Abatement Resolution, in a motion made by Jim Koonce and seconded by Debbie Johnson, the Board voted to accept and agree with this.

Debbie Johnson, Board member, went over with the Board what she learned from watching the webinar on how good libraries manage. It was especially pointed out that the library should be deemed an important community member, and work at this.

At 7:45, with a motion made by Jim Koonce and seconded by Allison Owen, the Board voted to adjourn. This motion carried. The next Board meeting will take place January 28, 2020.

Respectfully submitted,

Debbie Johnson