

**Toulon Public Library District  
Board of Trustees Meeting  
August 14, 2017**

The meeting of the Toulon Public Library District Board of Trustees was called to order at 7: p.m. Judy Beamer, Roberta Cinnamon, Jan Curry, Jennifer Nutzhorn, Mark Wilson, and Director Michael Baumann were present. Melanie Boudreau was absent. Guest was Art Nutzhorn.

**Approval of Agenda:** Pat made a motion to approve the agenda. Judy seconded the motion; motion passed unanimously.

**REPORTS**

**Secretary:** Jan made a motion to accept the secretary's report from the June 12, 2017 meeting. Jennifer seconded the motion; motion passed unanimously.

**Correspondence:** Patti Smith of the Brimfield Library sent a thank you for the memorial for the death of her son. Evelyn Roark's Family sent a thank you for remembering Evelyn and her contribution to the library and her service on the board. The Nutrition Site thanked the library for their support in providing sponsorship of bingo prizes

**Treasurer:** Roberta made a motion to accept the treasurer's reports and pay the bills for June 1-30 and July 1-31. Judy seconded the motion; motion passed unanimously with a roll call vote.

**Director:** Judy made a motion accept the Director's Report. Roberta seconded the motion; motion passed unanimously.

**SPECIAL ORDERS**

**Budget and Appropriation Hearing:** Jan made a motion to halt the meeting and open to public comment on the budget and appropriation hearing. Pat seconded the motion; motion passed unanimously with a roll call vote. No one was present to be heard on the topic. Regular meeting was resumed.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**Secretary's Audit (Pres. Appoints 2 trustees to review and certify 2016-17 Secretary's minutes):**  
Mark appointed Jan and Jennifer to review and certify the secretary's minutes.

**Electrical Supplier Contract Sept. 2017-Sept. 2018:** Roberta made a motion to renew the Electrical Service contract for Sept. 2017 – Sept. 2018. Judy seconded the motion; motion passed unanimously.

**YE Transfer (\$12,965.67):** Pat made a motion to make a YE transfer (\$12,965.67) to the building fund account. Roberta seconded the motion; motion passed unanimously with a roll call vote.

**Closing for Cleaning August 23:** Judy made a motion to close the library for cleaning. Pat seconded the motion; motion passed unanimously.

**Closing for Memorial Service August 19:** Jan made a motion to close the library for Evelyn Roark's memorial service. Jennifer seconded the motion; motion passed unanimously.

**Hours Changes:** Michael is conducting a survey to analyze patron usage concerning possible changes in library hours.

**Lighting Changes:** We discussed different lighting options. Michael will gather data on LED retrofits when the fluorescents fail.

**Kline Estate:** We became aware that the library was named a beneficiary of the Kline Estate.

**ADJOURNMENT**

Roberta made a motion to adjourn the meeting. Pat seconded the motion; motion passed unanimously. The meeting was adjourned at 7:54 p.m.

The date for the next regular meeting is September 11, 2017 at 7:00 p.m.

Respectfully submitted,

Roberta Cinnamon, Secretary