

**Toulon Public Library District
Board of Trustees Meeting
February 8, 2016**

The meeting of the Toulon Public Library District Board of Trustees was called to order at 7:05 p.m. Melanie Boudreau, Pat Brown, Roberta Cinnamon, Jan Curry, Jennifer Nutzhorn, Mark Wilson, and Director Michael Baumann were present. Judy Beamer was absent.

Approval of Agenda: Jan made a motion to approve the agenda. Melanie seconded the motion; motion passed unanimously.

REPORTS

Secretary: Under NEW BUSINESS, regarding "FLSA Salary Change for Director", the secretary's report was corrected to include the wording, ...motion passed "with a roll call vote". Jennifer made a motion to accept the secretary's report from the December 14th, 2015 meeting. Pat seconded the motion; motion passed unanimously.

Correspondence: Mary Rhoades from the Nutrition Site sent a thank you for the TP Library's donation in support of the program. Christmas thank you's were received from the staff.

Treasurer: Pat made a motion to accept the treasurer's report and pay the bills. Roberta seconded the motion; motion passed unanimously with a roll call vote.

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

UNFINISHED BUSINESS

Finalize Donor Wall: The board was presented with a preliminary copy of donor names. Action was tabled until the next meeting to allow time to review and/or add donor names.

NEW BUSINESS

Digitize Yearbooks through OCI and host on web alongside newspapers: Jan made a motion to approve digitizing yearbooks through OCI. Pat seconded the motion; motion passed unanimously.

Close 10-3 March 8 for Linda, Janet, and Michael to attend RSA day: Jennifer made a motion to approve closing the library and reopening prior to evening hours. Roberta seconded the motion; motion passed unanimously.

March and April Meetings Schedule: Pat made a motion to cancel the March 14, 2016 meeting and schedule the next board meeting for April 11, 2016. Melanie seconded the motion; motion passed unanimously.

Personnel discussion was held; a timeclock will be purchased and implemented.

ADJOURNMENT

Melanie made a motion to adjourn the meeting. Roberta seconded the motion; motion passed. The meeting adjourned at 8:02 p.m.

The date for the next regular meeting is April 11, 2016 at 7:00 p.m.

Respectfully submitted,
Roberta Cinnamon, Secretary