Minutes

1. **Call to Order**
The meeting was called to order at 6:31 pm. In the absence of President Conni Brett, Vice President Deb Miller conducted the meeting.

2. **Roll Call**
Present: Mary Lou Bissett, Karen Hibbler, Carol Kocik, Angie McCoy, Deb Miller. Absent: Conni Brett, Cynthia Stroebel. Also Present: Library Director Tracy Aldrich.

3. **Additions/Deletions/Approval of Agenda**
Ms. Kocik moved to approve the agenda as presented, seconded by Ms. McCoy. Motion carried unanimously.

4. **Additions/Deletions/Approval of Minutes of September 2019 Budget Hearing**
Ms. Hibbler moved to approve the minutes of the September 2019 Budget Hearing as presented, seconded by Ms. Kocik. Motion carried unanimously.

5. **Additions/Deletions/Approval of Minutes of September 2019 Regular Meeting**
Ms. McCoy moved to approve the minutes of the September 2019 Regular Meeting as presented, seconded by Ms. Hibbler. Motion carried unanimously.

6. **Approval of Bills/Financial Status**
The board reviewed the bills and financial statements. Ms. Kocik moved to approve payment of the bills in the amount of $15,155.58 and payroll in the amount of $20,333.97, seconded by Ms. McCoy. Motion carried unanimously.

7. **Public Comment**
There was no public comment.

8. **Library Director's Report**
Ms. Aldrich presented the monthly director's report.

9. **Committee Reports**
There were no committee reports.

10. **Old Business**
A: **Library Policy Manual**
In an update, Ms. Aldrich reported that with the board and staff now wanting to research and consider the possibility of going fine-free, the library policy manual revision project would not be able to be completed this year, but would continue into the following year.

11. **New Business**
A: **Proposed 2019 Budget Revision**
The board reviewed a proposed budget revision for FY 2019 that allowed for the expenditure of some unexpected additional MMLC revenue, as well as some reallocation of other unspent funds. Ms. Kocik moved to adopt the budget revisions as presented, seconded by Ms. Bissett. A roll call vote was taken: 5 yea's, 0 nay's, 2 absent, motion carried.
Yeas 5  McCoy, Hibbler, Bissett, Kocik, Miller
Nays 0  
Absent 2  Brett, Stroebel

B: Proposed 2020 Meeting Schedule
The board reviewed and approved the proposed 2020 meeting schedule.

C: Snow Removal Contract
The board reviewed a proposed snow removal contract from Yard Services, Inc. There was no price increase from last year’s contract. Ms. Bissett moved to approve the snow removal contract from Yard Services, Inc., seconded by Ms. McCoy. Motion carried unanimously.

D: Parking Lot Light Poles
Ms. Aldrich reported that the parking lot light poles had begun to fritz out, and that the library’s electrician said the ballasts were failing and the lights needed to be replaced with LEDs. Ms. Aldrich said she requested a quote from OSC, which had previously done similar work for the library, but they never arrived, so she got a quote from Phillips Sign & Lighting. The board reviewed the quote and discussed possibilities that could ultimately increase the cost, such as permitting and electrical issues like shorts. Ms. McCoy moved to approve the quote of $3,430.33 from Phillips Sign & Lighting and authorize paying the requested deposit of $1,715.17, seconded by Ms. Kocik. Motion carried unanimously.

12. Communications
Communications included the 2018 annual report, a patron compliment card, and newspaper articles about library events.

13. Adjournment
Ms. Hibbler moved to adjourn, seconded by Ms. Bissett. Motion carried unanimously. The meeting adjourned at 7:05 pm.

Tracy Aldrich, Library Director 11-14-19