

Havana Public Library District Board meeting  
June 19, 2019

The meeting was called to order at 4:49 pm by President Lesemann. Members present were Brian Lesemann, Cathy Toncray, Mark McGrew, Jan Hurley, and Mary Layton. Also present was Business Administrator, Marty Balbinot, Librarian Vanessa Hall-Bennett, and Guest Mary Ellen Simpson.

**President's Report**

No Report

**Secretary's Report**

The minutes of the May 9, 2019 meeting were reviewed. A motion was made by Mark McGrew and seconded by Cathy Toncray to approve the May 9, 2019 minutes with the following addition: Mark McGrew made a motion to fill the board vacancy with Mary Ellen Simpson, 2<sup>nd</sup> by Cathy Toncray, motion passed. Motion passed by roll call vote.

**Correspondence, Communications, Public Comment**

Discussed the ad request from the Bath Homecoming Committee. Will place \$25.00 with general information about the main library. Read letter from John Loreck regarding possible grants. Reviewed letter from Steven Mahrt from Ancel Glink regarding Library Foundation.

**Treasurer's Report**

The May 2019 Treasurer's Report was reviewed. A motion was made by Cathy Toncray and seconded by Mark McGrew to approve the May 2019 report. Motion passed by roll call vote.

Mary Layton made a motion to reimburse Marty Balbinot \$1,446.00 for Quick Book license fees from 3/9/17 to 5/31/19 that were charged to her debit card, seconded by Cathy Toncray. Motion passed by roll call vote.

Discussed getting a land survey and appraisal.

**Librarian's Report-Written Report**

Discussion was held regarding the Career Link Contract. Vanessa will determine if we renew contract. Summer Reading Program donations \$695.00. Audiobooks were weeded. Summer reading has 66 adults, 8 teens, and 76 children currently. 21 programs took place in May with total attendance: 139 adults, 13 young adults, and 184 children. Monthly discards 1819, Accession count 89 books and 8 magazines.

## **Unfinished Business**

Bath satellite no changing.

Per our attorney, Library funds can be used for the startup fees for the 501 C3.

## **New Business**

Annual Review of Closed Session Minutes. Brian Lesemann moved to keep all closed session minutes closed. Second by Mark McGrew. Motion approved by roll call.

Brian Lesemann made a motion to approve the Building and Maintenance Tax Ordinance #19-02. Seconded by Mark McGrew. Motion approved by roll call.

Mary Ellen Simpson took the Oath of Office as the newly elected Trustee.

Mary Layton moved to use the general mathematical Formula to establish the non-resident annual fee. Seconded by Brian Lesemann. Motion approved by roll call.

Jan Hurley moved to go into closed session at 5:56 pm. Second by Mary Ellen Simpson. Motion approved by roll call.

Mark McGrew moved to return to open session at 6:15pm. Second by Mary Ellen Simpson. Motion approved by roll call.

Mary Ellen Simpson moved to adjourn at 6:21pm. Second by Cathy Toncray. Motion approved by roll call.

## **Adjournment**

The meeting was adjourned by acclimation at 6:09pm:

Respectfully submitted,

Mary Layton, Acting Secretary