

Havana Public Library District Board meeting
May 9, 2019-Amended 6/9/19

The meeting was called to order at 4:48 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 April 18, 2019 meeting were reviewed. A motion was made by Mark McGrew and seconded by Jan Hurley to approve the April 18, 2019 minutes. Motion passed by roll call vote.

Correspondence, Communications, Public Comment

Letter from State Library board read about board vacancy notification requirements.

Treasurer's Report

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

Librarian's Report-Written Report

Staff in-service was held may 3rd. It included fire training from Chief Kachanuk, CPR instruction by Angie Smith and circulation refresher course from RSA NFP Member Services Supervisor Anna Hutson. Adult fiction has been weeded. Our new CareerLink Student is Cheyanne Pratt. Mailed 75 Summer Reading donation request letters. Monthly discards were 876. Bath Satellite branch is in hibernation mode. Contacted the State Library regarding the process for excising a branch from our IPLAR requirements.

Unfinished Business

None

New Business

Continue to research the requirements to close the Bath Satellite office.

Changing the per capital grant request to purchase book drops at the cost of \$5,000.00.

IT360 will take the computer from Bath and replace the public computer that won't backup.

Mark McGrew will contact Steven Mahrt from Ancel Glink regarding questions on the 501©(3)

Mark McGrew made a motion to hire Tristan McGrew to plant privet at \$15.00 per hour for one days work and \$100.00 to seal the deck. 2nd by Brian Lesemann. Motion Carried

M. McGrew made a motion to fill the board vacancy with Mary Ellen Simpson. 2nd Cathy Toncray. Motion Carried.

Mary Layton took the Oath of Office as the nearly re-elected Trustee.

Jan Hurley moved to accept the 2019-2020 meeting dates as presented. 2nd by Mark McGrew. Motion Carried

Cathy Toncray moved to elect the following officers:

President - Brian Lesemann

Vice President – Mark McGrew

Secretary – Stephanie Howerter

Treasurer – Mary Layton

2nd Jan Hurley. Motion Carried

Jan Hurley made a motion to approve the Bylaws change to include the changes in the Treasurer job description and addition to Business Administer job description 2nd Mary Layton. Motion Carried

Adjournment

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

Respectfully submitted,

Mary Layton, Acting Secretary

