

## Havana Public Library District Board Meeting

September 18, 2018

The meeting was called to order at 4:52 PM by President Brian Lesemann. Members present were Mark McGrew, Cathy Toncray and Stephanie Howerter. Also present was Librarian Vanessa Hall-Bennett.

### **President's Report**

No report

### **Secretary's Report**

The minutes of the August 9, 2018 Annual Budget Hearing meeting were reviewed. A motion was made by Mark McGrew and seconded by Cathy Toncray to approve the August 9, 2018 Annual Budget Hearing minutes as presented. Motion passed by roll call vote.

The minutes of the August 9, 2018 meeting were reviewed. A motion was made by Mark McGrew and seconded by Cathy Toncray to approve the August 9, 2018 minutes as presented. Motion passed by roll call vote.

### **Correspondence, Communications, Public Comment**

A letter from Vanguard Energy and Royal Publishing was reviewed. No action was taken on either item. Ms. Hall-Bennett informed the Board she recently has received phone calls regarding meeting space from two law firms. No action was taken.

### **Treasurer's Report**

The June 2018 Treasurer's Report was reviewed. A motion was made by Stephanie Howerter and seconded by Cathy Toncray to approve the June 2018 report as presented. Motion passed by roll call vote.

The August 2018 Treasurer's Report was reviewed. A motion was made by Stephanie Howerter and seconded by Mark McGrew to approve the August 2018 report as presented. Motion passed by roll call vote.

### **Librarian's Report**

Ms. Hall-Bennett has decided to purchase World Book Encyclopedia and NovelList with a portion of the 2018 Per Capita funds. She has also explored the option to acquire RB Digital. She also reported the "Back to Books" grant, Novel Conversations, is exceeding beyond her expectations.

The main library's August attendance statistics were as follows: 1,293 patrons, 213 staff/service/other; and 227 computer users.

Five (5) programs were held in August. Total attendance for programs was 36 adults, 10 young adults, and 9 children.

308 informational questions and 330 reference questions were asked. 31 in-depth tutorials were conducted and 1, 959 items were circulated. 22 new library cards were issued.

205 items were discarded and 87 books and 9 magazines accessioned.

**Unfinished Business**

None

**New Business****Closed Session**

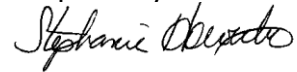
A motion was made by Stephanie Howerter at 7:00 PM to go into closed session in accordance with 2(c)(1). The motion was seconded by Mary Layton. Motion passed by roll call vote.

7:19 PM a motion was made by Mary Layton and seconded by Stephanie Howerter to come out of closed session. Motion passed by roll call vote.

**Adjournment**

The meeting was adjourned by acclamation at 7:20 PM.

Respectfully submitted,



Stephanie Howerter, Secretary