Call to Order
  • Meeting called to order at 6:25pm
  • Members present: Jason Denovich, Chair; Robert Andretz, Vice Chair; Jean Ruestman, Treasurer; Chris Zehr, Secretary; Sharon Bassette, Trustee; Renae Larsen, Trustee; Leslie Salemi, Trustee
  • Staff present: Sara Morrison, Director; Brett Harger, Assistant Director

Oath of Office
  • Oath administered to Sharon Bassette of Bengal Township and Jean Ruestman of the City of St. Johns

Welcome New Board Member

Election of Officers
  • Salemi moved to approve the slate of candidates as presented; supported by Larsen; motion carried
    o Approved slate of officers:
      ▪ Chair: Denovich
      ▪ Vice Chair: Andretz
      ▪ Treasurer: Ruestman
      ▪ Secretary: Zehr

Approval of Agenda
  • Andretz moved to approve as presented; supported by Zehr; motion carried

Approval of Minutes of December 19, 2019 Regular Meeting
  • Salemi moved to approve as presented; supported by Ruestman; motion carried

Limited Public Comment: Please limit your comments to three (3) minutes in duration
  • No public remarks

Friends Group Report
  • No report presented

Facility Committee Report
  • Morrison spoke with Ron Cieslak this week and shared the Board’s comments in regards to latest renovation plan
Executive Committee Report
  • No report presented

Treasurer’s Report
  • Revenue/Expenditure report
    0 On budget for this time of year
    0 Tax revenue has started to arrive
      ▪ Salemi moved to accept report; supported by Ruestman; motion carried
  • Approve Bills Paid
    0 Motion by Andretz, seconded by Bassette to approve bills written on checks 2525 through 2540, debits and direct deposits through January 8, 2020 inclusive, totaling $20,545.84; motion carried
  • CD expiring 1/11/2020
    0 Because of lower rates, Denovich suggested switching to lower rate, shorter term CD
    0 Ruestman moved to transfer expiring CD to 90-day CD at current interest rate; supported by Bassette; motion carried
  • Budget adjustments
    0 Salemi moved to amend expenditure line 8300 Contracted Services from $26,000 to $19,000; supported by Larsen; motion carried
    0 Salemi moved to amend expenditure line 7710 Education/Training from $5,440 to $3,440; supported by Larsen; motion carried
    0 Salemi moved to amend expenditure line 7360 Exterior Maintenance from $6,000 to $5,000; supported by Larsen; motion carried
    0 Salemi moved to amend expenditure line 7370 Interior Maintenance from $5,000 to $3,000; supported by Larsen; motion carried
    0 Salemi moved to amend expenditure line 7380 Interior Décor from $5,000 to $500; supported by Larsen; motion carried
    0 Salemi moved to amend expenditure line 7010 Salaried (Full Time) from $157,445 to $173,945; supported by Larsen; motion carried

Unfinished Business
  • Policy Review
    0 Goals & Objectives
      ▪ Salemi moved to approve as amended; supported by Andretz; motion carried
  • Other
    0 No other unfinished business discussed

New Business
  • 2020 Board Meeting Dates
    0 Morrison presented suggested dates for 2020
Salemi moved to approve dates as amended; supported by Andretz; motion carried

Committee Assignments (See officer election document)
- Salemi will join Facilities and Executive Committees
- Bassette will join Finance Committee
  - Salemi moved to approve Committee assignments; supported by Andretz; motion carried

Other
- No other new business discussed

Discussion Items
- No discussion items presented

Director’s Report
- New Programming Library Erin Faivor has instituted new programs with YMCA of DeWitt and a babysitting workshop with Cardio Pulmonary Resource Center, Inc.
- Staff member Sandy Schirm is starting a crafting social hour at the library
- Registration for 2020 Rural and Small Library Conference is open for any interested Board members

Trustee Comment
- No Trustee comments

Adjournment
- Meeting adjourned at 7:20pm

Next Regular Meeting: Thursday, February 13 in the library staff area