

**Butler Library Board Meeting**  
**September 13, 2016**

**Time meeting was called to order – 6:30 pm**

**Members present –**

Bob Gundrum (President), Gail Duernberger (Director), John Schauker, Roger Benjamin, Jenni Thorpe, Andrea Van Gompel, Paul Kasdorf, Tiffany Orvis

**Members absent -** N/A

**Persons desiring to be heard:** N/A

**Minutes read** – yes

**Accepted by** – John

**Seconded by** – Jenni

All other members were in acceptance as well.

**Communications** – The board received a thank you letter which was read by all.

**Finance report** – The August finance report looks good. Talked about using some of non-lapsing for Children's area updates. John made a motion to accept the July 2016 expenses of \$7,651.33, this was seconded by Roger.

**Directors report** –

Many new programs coming to the library in the upcoming months. Director will advertise more of the programs around the village to get the word out more. Changes in staff and possible schedule changes were gone over. Director is to give board updated schedule at October meeting and possible resolution to makeup the missed hours during the week. Director gave the updated privacy policy to the board, which will need to be placed on the agenda to adopt or revise. Director to begin community library survey in October 2016 which will be sent out by the village and also be in the library. Director to give update on Alarm policy update/revisions.

Entered into closed session (a): 7:40pm with a motion by Paul, 2<sup>nd</sup> by John, Roger abstained

Motion to end closed session made by Paul at 8:14 pm, 2<sup>nd</sup> made by Andrea – all were in favor

**Old business** – Board member Orvis brought up the time clock for employees of the library. Board member Kasdorf to speak with village administrator about village time sheets.

**New business** – Board member Thorpe asked for a new agenda item to come under old business to revise last months directors report to follow up on any questions or issues that came up while the director went over her report.

**Next meeting** – **October 11, 2016 @ 6:30**

Motion to adjourn at 8:15 pm by Jenni, seconded by Roger, with a unanimous vote thereafter.

Submitted by: Jenni Thorpe