

# Butler Library Board Meeting

## June 12, 2018

**Time meeting was called to order – 5:58 pm**

**Members present** – Jenni Thorpe (President), Jodi Kessel Szpizar (Director), John Schauker, Roger Benjamin, Paul Kasdorf, Tom Sardina & Andrea Van Gompel

**Members absent** – Tiffany Orvis (unexcused).

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

**Minutes read** – Yes, Tom made a motion to approve, seconded by John. All were in acceptance except for Roger, who abstained.

**Communications** – An e-mail was read from Connie Meyer regarding the great customer service she received from the staff when she visited the library.

**Finance report** – The finances are in good shape. John made a motion to accept the June 2018 expenses of \$8,059.31, this was seconded by Paul. All were in acceptance.

**Directors report** – The Giggles Garden was planted on June 2<sup>nd</sup>. Many of the plants were donated. The summer reading programs have started. There will be a booth at National Night Out.

### **Old business** –

- a. **Building updates**- The building inspector will look at the walls. The Chamber of Commerce is not out of the building yet.
- b. **Bookdrop** –The board reviewed some options for the new bookdrop. The plan is to have it installed this year.
- c. **Review and discussion on open seats on the Library Board** – Jodi and Jenni to review the applicants and make suggestions to the village president.

### **New business**

- a. **Timeclock system** – The board discussed the need for software to record employee hours. Currently, hours are being recorded manually. Roger made a motion to purchase and use the software, this was seconded by Tom. All were in acceptance.
- b. **Bridges grant** - The board discussed the uses for the grant money. Options include purchasing additional large print books and participating in an outreach program that helps patrons who are unable to come to the library. Jodi is also looking into browsing baskets and carts for patrons to use.
- c. **Weekly update** – The board discussed if there is a need to receive an update on the library each week and decided that it is not needed.
- d. **2018 goals** – The board reviewed the library goals for the remainder of 2018. Dates that each goal should be completed were decided. Additional goals were added to address the budget and past due fines.

**Next meeting** – **There will not be a July meeting. \*\*\*Tuesday, August 14, 2018 @ 6:00pm \*\*\***

Motion to adjourn at 6:50 pm by Tom, seconded by Roger, with a unanimous vote thereafter.

Submitted by: Andrea Van Gompel