**Eureka Public Library Board of Trustees Regular Meeting**

**Date: September 23, 2019**

The meeting was called to order by President Don Whitman at 7:00 pm

**Members present: Members absent:**

Don Whitman

Jane Burke

Tim Martin

Sandi Sylvester

Marjorie Crowe

Robin Robinson

Lisa Reinmann

**Staff Present:**

Ann Reeves

**Minutes:**

It was moved by Trustee Burke and seconded by Trustee Martin

to approve the minutes from the regular meeting held August 26, 2019

The motion carried unanimously.

**Financial report and approval of expenditures:**

It was moved by Trustee Burke

and seconded by Trustee Martin

to approve the financial report from the month of August 2019

and payments for the amount of $47,184.39

**Committee Reports:**

Finance: Jenn Goetttler from Heinold Banwart, LLC reviewed the FY2018/19 Audit. The audit was clean and uneventful. Next, after discussion, Trustee Burke made a motion to approve Ordinance 2019-4, Levying and Assessing Tax for fiscal year beginning July 1, 2019. Trustee Reinmann seconded. The motion carried with all ayes and no nays.

Building: Trustee Sylvester shared the minutes of the annual building committee assessment. Trustee Sylvester also shared that starting January 1st, 2020, P.A. 101-0165 Equitable Restrooms Act will take effect and we will need to make our restrooms gender neutral.

Personnel: Ann received a letter from Robin Richey announcing her retirement at the end of the year.

Library Services: Ann passed out the calendar of October programs. Taste of Eureka tickets will be sold here and we will need volunteers for the folks coming through that night. Friends of the Library Bus Trip will be October 8th.

**Librarian’s Report:** Ann shared health insurance information from the annual fall meeting. She gave the board notice of beginning negotiations from USPS. The website is 80% ready. Statistics were a little slower in August. Expected to pick up once school starts. There were issues with middle school boys causing issues in the library. The police were notified and will be stopping by to check in. Per capita check came in last week which means 90% of yearly income.

**Unfinished Business:**

None

**New Business:** Trustee Martin made a motion to Adopt 2020 calendar dates for closure. Trustee Robinson seconded. The motion carried unanimously.

**Public Comments /other announcements:**  Rachael sent a thank you card.

**Adjournment:** Being no other business, Trustee Sylvester moved to adjourn the meeting at 8:11pm. The motion was seconded by Trustee Martin and approved unanimously.

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**President Secretary**

**The above is the unofficial summary of business transacted by the Eureka Public Library Board of Trustees. This summary will be reviewed and approved at the next regularly scheduled meeting of the Board of Trustees.**