

# Maroa Public Library District Regular Meeting Agenda

12/16/2019 | Maroa Public Library Conference Room - 6:30pm

1. Call to Order – Meeting called to order by Library Board Vice President Amber Scott at 6:30pm
2. Roll Call – Trustees present: Amber Scott, Audra Newton, Tony Norton, and Mason Ricketts. Staff present: Carrie Russell. Guest present: Sara Gentle.
3. Board President Remarks
4. Recognition of Visitors, Delegations, etc.
5. Public comment period – No comments

## Consent Agenda

6. November 18, 2019 Meeting Minutes
7. Director's Report & Calendar – Carrie Russell gave updates on new employees Kristy Bankson and Jenny Cowgill
8. Accountant & Treasurer's Reports November 2019 – Library is within budget.
9. List of Paid Bills for November 2019

## Committee Reports

10. Personnel – See Director's Report
11. Material Selection & Circulation – No report
12. Building & Grounds – No report
13. Finance Policy – No report
14. Financial Development – No report

## New Business

15. New Trustee – Sara Gentle
16. Treasurer Change – From Amber Scott to Sara Gentle
17. Bank Account Change – Removing Amber Scott and adding Carrie Russell
18. Visa Change – Removing Andrea Wilber and Sara Gentle and adding Carrie Russell
19. Bids for carpet – Bids from Good's Floor Store, Just Flooring, and Flooring America were compared and discussed. Good's was chosen pending verification that bid includes removal of old carpeting.
20. Bids for cabinetry – Bids from Hull's Cabinet Shop, Huff Lumber, and Huffman Cabinet Co. were compared and discussed. Huffman Cabinet Co. was chosen.
21. Staff Bonuses – Holiday bonuses were agreed upon
22. Reference Policy Annual Review

## Old Business

23. By-Laws Annual Review - No changed need to be made

## Approvals

24. Approval, Consent Agenda – Motion to approve by Audra Newton. Seconded by Mason Ricketts
25. Approval, Sara Gentle as Trustee – Motion to approve by Audra Newton. Seconded by Mason Ricketts.
26. Approval, Sara Gentle as Treasurer – Motion to approve by Tony Norton. Seconded by Audra Newton

# Maroa Public Library District

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27. Approval, Carrie Russell added to Scott State Bank accounts for Maroa Public Library: [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED]. Remove Amber Scott from the same accounts, leave Sara Gentle on the accounts – Motion to approve by Audra Newton. Seconded by Mason Ricketts
28. Approval, Visa from Sara Gentle to Carrie Russell and removing Andrea Wilber - Motion to approve by Tony Norton. Seconded by Mason Ricketts.
29. Approval, Carpet Bid – Motion to approve by Audra Newton. Seconded by Tony Norton.
30. Approval, Cabinet Bid – Motion to approve by Mason Ricketts. Seconded by Tony Norton.
31. Approval, Staff Bonuses – Motion to approve by Tony Norton. Seconded by Mason Ricketts.
  
32. January 20, 2019 6:30pm Meeting Agenda Suggestions – Bill Ryan from Stoutenborough Insurance wants to come and review insurance policies.
33. Adjournment – Meeting adjourned at 6:56pm.