

## **HARVARD CITY LIBRARY BOARD MINUTES January 18, 2018**

**Call to Order:** The meeting was called to order at 6:59 PM by President Ann Almgren. Also present were John Pohlman, Trent Bruha, Linda Strueber, Ron Burlingame, guest Cindy Reese and Librarian Karen Sutera.

**Meeting Minutes:** The minutes from the November meeting were presented for approval and were approved on a Burlingame/Bruha motion/carried.

**Review and approval of bills:** Bills for December 2017 and January 2018 were presented by Karen Sutera. They were approved for payment on a Strueber/Pohlman motion/carried.

**Citizen Comments: None**

**Committee Reports:** Tech committee hasn't met. Friends of the Library have been meeting. They hosted a sale of children's books and are currently selling children picture books. A Tea Party is planned for Sunday, February 11, from 1:00-2:30. Children, parents, dolls and stuffed animals will be invited to attend.

**Librarian's Report:** Karen Sutera presented Librarian's Report. See attached.

**Old Business-** Karen sent out the link for the security information and movie about how to handle a security issue were one to happen. The Board had a discussion of same and covered things that they believe could be issues. Karen will check into costs for an AED machine and CPR training for staff. There has been no decision with the Northern Illinois Cooperative status as yet. It is hoped that there will be a decision by month's end.

**New Business** –The first draft of the 2018/2019 budget was viewed. No per capita money has been received from the state, which will have an impact. There are some issues with the tile by the water fountains. Karen will call Century Tile for suggestions to fix. There is a crack in a wall in the children's area which may be what is causing the frame around the emergency exit in the meeting room to be pulling away from the door.

**Adjournment** at 8:20 PM on a Strueber/Bruha motion/carried.

**Next Meeting: February 15, 2018**

**Future meetings:**

**March 15, 2017**

**April 19, 2018**