

VILLAGE OF MCFARLAND
Library Board Minutes

Monday, February 4, 2019 - 5:15 PM

1. CALL TO ORDER

Peter Sobol called the Library Board to order at 5:15 p.m. the E.D. Locke Public Library, meeting room 103.

Members present: Karin Mandli, Member Evan Richards, Peter Sobol, Ken Machtan, Village Trustee Mary Pat Lytle, Michael Shumway

Members not present: Sharon Payne

Staff Present: Heidi Cox

2. PUBLIC APPEARANCES AND COMMUNICATION

3. ACTION ITEMS

a. Motion to approve the minutes of the January 7, 2019 meeting.

Motion by Ken Machtan, second by Village Trustee Mary Pat Lytle, to approve the minutes of the January 7, 2019 meeting. Motion carries 6 - 0 - 0 by acclamation.

b. Motion to approve the January 2019 general fund bills and trust fund bills.

Motion by Ken Machtan, second by Evan Richards, to approve the January 2019 general fund bills and trust fund bills. Motion carries 6 - 0 - 0 by acclamation.

4. INFORMATION ITEMS

a. 2018 Budget Update

b. 2019 Budget Update

*c. Director's Report
Library Systems Report
Friend's Report*

d. Monthly Report

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

a. 2018 Annual Report

Motion by Member Evan Richards, second by Karin Mandli, to approve allowing the 2018 annual report to be signed by the Library Board President, Peter Sobol before being approved by the full Library Board by
Motion carries 6 - 0 - 0 by acclamation.

b. Policy Manuals Update

The Library Discussed combining the library policy and procedure manual, the Village's Employee handbook, and the Library's Compensation Manual into one manual. The Library Director will do more research on this topic and present it at the next meeting.

c. Nominating Committee Appointment

The Library Board discussed creating a Nominating Committee to present a slate of officers and decided that it was not needed.

d. Program Sponsorship Policy

Motion by Ken Machtan, second by Village Trustee Mary Pat Lytle, to approve Program Sponsorship Policy Motion carries 6 - 0 - 0 by acclamation.

6. ADJOURNMENT

Motion by Karin Mandli, second by Ken Machtan, to adjourn at 6:06

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Heidi Cox
Library Director