



**Morris Area Public Library  
Board of Trustees Minutes  
Monday, March 11, 2019  
6:30 p.m.**

**Call to Order & Roll Call for the Board of Trustees Meeting**

Carol Anderson called the meeting to order at 6:30 p.m. Trustees present were: Carol Anderson, Jo Dergo, Steve Larson, Barb Boma and Doug Pryor. Absent were Jamie Lain and Caroline Cummings. Also present: Roberta Richter –Director, Vicki Harvey –Business Manager.

**Review of Agenda:** No changes made

**Public Comment:** None

**Consent Agenda:**

- **Review & Approval of Minutes:** Board Meeting dated February 11, 2019
- **Review & Approval of Monthly Bills to be Paid:** \$20,960.48 for March.
- **Review & Approval of Payroll:** \$31,354 for February

Barb Boma made a motion to approve the Consent Agenda, Jo Dergo seconded; motion carried 4-0

**Director's Report:**

- Roberta met with Denise and Bill from PADS about Empathy Training. They're willing to pay \$500 of the cost and we will possibly get Three Rivers Library and Coal City Library to split the remaining cost with us.
- Adler Roofing is just now starting the work that was approved back in August 2018 for a Dyna Guard Snow Rail System, replacement of 2 sections of gutters on east side of building, installation of 10 collection boxes with down spouts and roof maintenance to the white TPO roof system.
- Matt, Rose and John are working on creating a newsletter to pass out to patrons. To save money, it was suggested to send them out via email instead of printing them out.
- Playaways are now available at the library. Northbrook Public Library donated some to us along with DVD's, Blu Rays and Audio Books.
- John has been putting together a report consisting of our non-fiction and Dewey system. He'll be presenting that at the next board meeting.
- Carol suggested the Read Illinois digital books

**Trustee Report:**

- None

**Committee Reports:**

- Facilities Committee Meeting scheduled for April 1, 2019 at 12 p.m.

**New Business:**

- Discussion and revision made to the draft budget. An amended budget will be brought to the next Regular Meeting.
- Discussion and action regarding Special Reserve Fund is tabled until next month.



- Nepotism Policy – policy edits will be made. Policy action tabled until next month.
- Petty Cash Policy – motion to approve amended policy was made by Carol Anderson, motion seconded by Doug Pryor; motion carried 5-0
- Computer and Internet Policy – motion to approve was made by Doug Pryor, motion seconded by Steve Larson; motion carried 5-0
- Tuition Assistance Policy – motion to approve was made by Carol Anderson, motion seconded by Barb Boma; motion carried 5-0
- Proposals from six different cleaning companies were reviewed. Motion was made by Carol Anderson to go with Jan-Pro Cleaning Services, Barb Boma seconded the motion; motion carried 5-0

**Executive Session:**

- None

**Adjournment:** Motion made by Carol Anderson, seconded by Jo Dergo. Meeting adjourned at 8:08pm.

---

Steve Larson, Board Secretary