

Minutes -DRAFT
Madison County Library Board of Directors Meeting
Wednesday, March 15, 2017

Board Members present: President Margaret Clifton, Vice-President Steve Wagner, Secretary Bonita Burr, Laura DeBoer, Diane Heckel, Steven Johnson, Jill Quinley, Heidi Sage, Susanna Spencer, Bonnie Utz, Library Director. Absent: Janine Jensen, Gary Jones

President Peg Clifton welcomed The Board of Supervisors Liaison Clay Jackson and new Board Member Candidates Lori Rice, Cindy Pattie and Albert Martin. They were each asked to say a few words.

The Minutes of the January 18, 2017 meeting were approved by all, the motion was made by Steve Wagner and second by Jill Quinley.

Gary Jones was reappointed to the position of Treasurer, motion to confirm made by Steve Wagner and seconded by Jill Quinley, approved by all.

The Treasurers Report was distributed prior to the meeting. In an attempt to condense this report, it also caused some confusion regarding the contents. Since Gary Jones was not available to explain, we agreed that he would meet with the Executive Committee and with Clay Jackson, who asked for an explanation of the report.

The Library Director report was distributed prior to the meeting. Bonnie Utz presented the highlight of February; the display of "Sacrifice and Hope" prepared by the George Washington Carver alumni organization. It was displayed 2 extra weeks due to its popularity. 137 kindergarten children came to see it. The visitor book was signed by many people, more than any other county. It had 694 visits on our website.

The Fund raising committee report was distributed prior to the meeting by Susanna Spencer. She also reported that she had met with Chris Jacoby to gather more names and information about substantial donors that could be contacted for future fund raising.

Steven Johnson asked if the Fundraising Campaign was still considering the completion of the library basement as part of their goals. Susanna replied that all fundraising activities encompassed both the Operating Fund, Endowment Fund and the Capital Building fund.

Steve Wagner reported that several Grounds and Maintenance projects are pending and he will organize them when weather improves.

Friends of the Library, Jill Quinley and Heidi Sage, reported on the upcoming Chili Dinner. It is their biggest fundraiser but was not written up on time by the Madison Eagle. Tickets are still available. Everyone needs to get the word out.

Diane Heckel reported on the Broadband Committee. A local survey, funded by the Board of Supervisors, will go out soon with paper questionnaires, drop box and on-line survey. The Library will handout paper surveys.

OLD BUSINESS

Clay Jackson, BOS Liaison with the Library reported that they are wrapping up budget discussions and a public hearing will be held in April. At the end of the meeting, during the public comment period, he revealed that the BOS had decided to flatline the library budget next year.

Bonita Burr gave an update on the Endowment Fund. Vanguard has requested that we provide a copy of the Articles of Incorporation and a list, with signatures, of the Board of Directors as of January 18. The information is now available to be sent on to Vanguard.

The latest update to the Library By-Laws was provided to Board Members 10 days before the meeting for their review. It includes a Section on Library Reserve Funds: Operating Reserve Fund and the Building and Capital Reserve Fund. There was little discussion, Steve Wagner made a motion to accept, Laura DeBoer seconded it and all voted in favor. The By-Laws are now approved. In addition, a guideline for the management and administration of these Reserve Funds and the Endowment fund was presented to the Board for their review. Since this is still an active document, the Board was not asked to approve it at this time.

NEW BUSINESS

Peg Clifton announced that web e-mails had been set up for President, Vice-President and Secretary. This system will be used to transmit Library Documents and information to Board Members. Peg asked that Board Members please respond to all e-mails. It was then suggested and agreed upon that a statement of "response requested" be included in the subject line when needed. She also suggested that the BOD should be using Facebook and accessing the Website on a regular basis. The Website is looking good.

Thank you statements were read to Chris Jacoby and Steve Wagner for the record. (need exact wording)

Peg Clifton presented a suggestion that the Library create a Scholarship in honor of Chris Jacoby. The amount proposed is \$500.00 and would be funded by the BOD at approximately \$50.00 per person. The scholarship is intended for a college bound, high school senior for the purchase of textbooks. Peg would like to find a way to keep it going in the future. Bonita Burr made a motion to proceed with this plan, Jill Quinley seconded it, 8 voted in favor, 1 abstention until more details were available. A committee was set up to finalize the details of the

scholarship, Steve Wagner, Heidi Sage and Peg Clifton. They will put the details together and send the information to the Board.

All three prospective members of the Board of Directors were nominated. A secret vote was held, the top two results went to Lori Rice and Cindy Pattie. PS a few days after the meeting, Janine Jensen submitted her resignation from the Board due to work conflicts, therefore President Peg Clifton nominated Al Martin to replace Janine.

The next meeting will be held on May 17, 2017 at 7 pm.

The meeting adjourned at 8:30.

Bonita Burr

Secretary

Committees:

Executive Committee: Margaret Clifton, Steve Wagner, Bonita Burr

Fundraising Committee: Susanna Spencer (C), Laura DeBoer, Al Martin

Grounds and Maintenance Committee: Steve Wagner, Steven Johnson, Heidi Sage

Endowment Committee: Bonita Burr, Diane Heckel, Susanna Spencer

Bylaws Committee: Margaret Clifton, Diane Heckel, Bonita Burr

Scholarship Committee (short term) Steve Wagner, Heidi Sage, Peg Clifton and Lori Rice.