

**Julia Hull District Library
Board of Trustees
December 19, 2011**

Present: Marina Spitzer, Jackie Schumacher, Jason Miller, Warren McGhee, Darrell Ropp, Sean O'Sullivan, Bill Brod; Director Joanna Kluever

Absent: None

Public: None

The meeting was called to order by President Marina Spitzer at 6:35 p.m.

Secretary's Report: Darrell Ropp moved that the secretary's report from the November regular meeting be approved. Jackie Schumacher seconded the motion. Motion carried.

Financial Report: The financial report for December was presented, accepted, and filed.

Director's Report and Circulation Report: The director's report and circulation report were presented, accepted, and filed. Overall circulation for November 2011 was 4% lower than November 2010. January programming includes Getting to Know Facebook, hosting an event for Cub Scout Bear Den #6 and how to buy, sell and trade on Craigslist.

The Director reported that PrairieCat will continue to discuss the cataloging system in January with a possible vote on whether to change or retain the current system.

Unfinished Business:

- a) **Miscellaneous Policies & Plans:** Tabled until the Policy Committee meets in January 2012.

New Business:

- a) **Insurance Updates:** All board members signed a notice to reject worker's compensation coverage from the library district.
- b) **Retirement of Judy Koehler:** Marina Spitzer moved to accept Judy Koehler's letter of retirement from the library effective December 30th with regrets. Darrell Ropp seconded the motion. Motion carried.

Action Agenda:

- a) **6 Month Executive Session Review:** Sean O'Sullivan moved to keep the executive session minutes from the June 20th and November 21st meetings closed. Darrell Ropp seconded the motion. Motion carried.
- b) **Expenditures:** A motion was made by Bill Brod and seconded by Jackie Schumacher to approve the December expenditures. Roll Call: Bill Brod, yes; Warren McGhee, yes; Sean O'Sullivan, yes; Darrell Ropp, yes; Jason Miller, yes; Jackie Schumacher, yes; Marina Spitzer, yes.
- c) **Payroll Expenditures:** Darrell Ropp moved to approve the December 23th, December 30th Longevity Bonus and January 6th payrolls. Sean O'Sullivan seconded the motion. Roll Call: Bill Brod, yes; Warren McGhee, yes; Sean O'Sullivan, yes; Darrell Ropp, yes; Jason Miller, yes; Jackie Schumacher, yes; Marina Spitzer, yes.

Jackie Schumacher moved to approve the November 21st Executive Session minutes. Bill Brod seconded the motion. Motion carried.

Darrell Ropp moved the meeting be adjourned. Warren McGhee seconded the motion. Meeting adjourned at 7:11 pm.

The next meeting of the Board of Trustees will be held on Monday, January 16, 2012 at 6:30 pm at Julia Hull District Library, 100 Library Lane.

Jason Miller, Secretary