

Minutes dependent on approval of Board of Trustees

James E. Nichols Memorial Library
Board of Trustees Meeting
April 23, 2018

Present: Trustees Helen Heiner, Sarah Heath, Jo Morse, Karin Karagozian, Lynn Allen, Alternates Shannon Whalen, Bette Miller, Librarian Jon Kinnaman

Excused: Alternates Susan Gurney, Annette Nichols.

Call to Order: by Chair Helen at 5pm.

Review Previous Minutes: With one correction, motion by Karin to accept, 2nd by Sarah, motion carried.

Treasurer's Report: The library sold the following stored items to Waukegan Antiques: two sets of card catalogue drawers, one large rolling cart, and a small black "Library" sign, and received \$800 check for those items. After discussion whether or not to sell to Waukegan Antiques a set of 36 Bobbsey Twins books at \$80 and an antique bookcase at \$175, for a total of \$255, a motion to sell was made by Jo, 2nd by Karin, motion carried. Treasurer's report motion by Lynn to accept, 2nd by Jo, motion carried.

Librarian's Report: Jon submitted the circulation report of March; 822 hard copies with 303 recorded visitors. Then he related to the Board about the weekend library network system having been hacked by a malicious software agent. After reformatting, recovering, refiguring and restoring, the library computer system is up and running.

Unfinished Business: Regular spring maintenance is ongoing with the help of Jeff Haines. Repair of exterior stairs will be delayed until after building assessment. Landscaping plans will await the finalizing of the annual town landscaping contract. Reminder to Bette and Susan to be sworn in as Alternate Trustees at town hall. After discussing the subject of a possible Policy change at last month's meeting concerning number of meetings required by members to attend annually, and hearing more discussion at this meeting, it was decided to leave the Policy as it reads now: 12 meetings scheduled annually with attendance at 10 required.

New Business: Jo offered her collection of old Life Magazines to the Library as items to sell. Jon talked about the library's collection of Historical state and county books, journals, and magazines dating back to the 1600s; he also discussed upcoming scheduling.

Adjourned at 5:47pm, motion by Karin, 2nd by Lynn, motion carried.

Submitted by: Lynn Allen, Secretary

Next Meeting: May 21, 2018

Note date change to the 3rd Monday