**Vespasian Warner Public Library District**

**Clinton, IL 61727**

**Board of Trustees Meeting**

**April 10, 2019**

The Vespasian Warner Public Library Trustees met on April 10, 2019. President Jonah Kolb called the meeting to order at 6:01 p.m. Roll call was taken with the following members present: Jonah Kolb, Rennie Cluver, Becky Adams, Janelle Sams-Thomas, Ed Torbert and Matt Love arriving at 6:02 p.m. Glenda Kaufman was absent. Also present: Executive Director Bobbi Perryman, Business Manager Samantha Rusk, Children’s Librarian Paula Lopatic and Janet Ward.

Minutes - On motion by Sams-Thomas, the March minutes were approved as written. Motion passed unanimously.

Director’s Report - As written. We had our annual staff development day on April 5, 2019. We practiced our procedures for exiting the building in case of fire and also reviewed other procedures for various disasters. Perryman is working with our local Fire Department for any additional suggestions. The Ditching Dewey project is moving along for the adult collection.

Business Manager’s Report - As written. Some of the items for our Young Adult Lounge have come in, including some bean bag chairs. Rusk also mentioned that the social media post regarding our seed library had incredible response with comments, sharing and support from other local businesses.

Children’s Librarian Report - As written. Lopatic mentioned the Scoville Zoo Program. It was held in the Activity Room and there were about 110 people that came. In the future, all animal programs will be held in the Museum Room, Revere Ware Room or outside because of the large crowds that attend these programs.

Approval of Bills - None.

Correspondence - We received a thank you note from Prairie Signs. Even though they did not win the bid for our electronic sign, they thanked us for working with them through the bidding process.

Standing Committee Reports:

1. Finance - Love renewed some CDs that came due.
2. Property - Rusk mentioned that she, Dave Ward and Kelly Kinder will be meeting with the Ace Sign representatives on April 11, 2019.
3. Personnel - None.
4. Policy - None.

Business Items:

Strategic Planning - Kolb expressed his appreciation of Perryman and Rusk for their work on the strategic planning process. Rusk mentioned that she and Perryman have taken recommendations from Christine Westerlund and gathered ideas from other libraries. The strategic plan and focus areas should relate back to our vision statement. The three areas of focus are: preserving history, partners & outreach and discovery and skills. In order to making the plan more of a living document, we will need to refer to the focus areas at both monthly board meetings and staff meetings. Perryman and Rusk will contact Westerlund for her input on the areas of focus that have been developed and will encourage staff input at our monthly staff meetings. They will have the plan in a more complete form at the May board meeting after hearing from Westerlund and library staff. This will allow us to apply the ideas to the first quarter of the new fiscal year in July.

Announcements - Perryman told board members that the AARP-Tax Aide program is in its third year and has continued to grow. This program offers free tax preparation to anyone regardless of age or income. The preparers are volunteers through RSVP.

Adjournment - On motion by Love, the meeting was adjourned at 7:17 p.m. Motion passed unanimously by voice vote.

The next board meeting will be on Wednesday, May 8, 2019 at 6:00 p.m.

Respectfully submitted,

Janet Ward