

**Bunker Hill Library District Meeting
February 6, 2019**

A quorum was established with Wilcox, Lasswell, Morrison, Scroggins and Allen. Meeting started at 6:14 p.m. Motion to accept the agenda was made by Morrison and seconded by Scroggins. Motion to accept the minutes from the last meeting was made by Morrison and seconded by Scroggins.

No Public Comments

Treasurer's report will be given in March for January and February.

Librarian's Report:

1. Monthly Calendar is attached.
2. Kelsey and Pat are going to Legislative Meet Up in Edwardsville on Friday, February 8 to listen to congress/senate reps speak about libraries
3. Kelsey will be taking one week off for surgery – shifts have been covered.
 - a. Requesting to receive pay for a few hours of at-home work for summer reading program.
 - b. Motion was made by Allen to pay Kelsey for up to 6 hours working from home and seconded by Morrison
4. Kelsey and Pat going to Family reading Night at Wolf Ridge on February 28 to promote Library
5. Office swap is coming along well
6. Inventory is going well also
7. Tentative book sale for April
8. Summer Reading program these is its Showtime at Your Library! Carnival theme looking into a magic/science performers for events. What and how many depend on turnout for Trivia Night. Will dive head first into SRP after Trivia Night.
9. Clean Co. (rug contract) is up. Ordered new rugs with good reviews on amazon. \$129.79 total

Committee Reports:

Budget/Finance

1. Are there any known issues with Pat transporting deposits and checks back and forth. At this time we don't think there are any issues.

Building/Maintenance Committee:

1. Cleaning Bids – We received one bid. They would like to table it and advertise in paper and address it at March meeting.
2. Need to address PM Binder and ongoing issues.

Policy/Procedure Committee:

1. Employee sick Pay and Personal Leave Amendment will be tabled until March.
2. Library Closing Due to Weather Amendment motion was made by Allen and seconded by Morrison to accept the policy.

Community/Public Relations Committee:

1. Trivia Night – Tons of local donations for door/silent auction items. Need more people to help Be at Library at 1:00 to set up and to transports stuff.

Landscaping Committee: Nothing to report

Old Business: Inactive accounts were closed. Maintenance needs to be address. Clean Contract still need to be address and Personnel issue need to be addressed.

New Business: No new business

Executive Session: None

Next Board meeting is March 6, 2019

Adjournment: Motion to adjourn was at 6:51 p.m. made by Wilcox and seconded by Morrison.