Cortland Community Library
63 S Somonauk Road
Cortland, Il 60112
Board of Trustees Meeting
November 19, 2014
61 S Somonauk Road
Cortland, Il 60112

President Hawkins called the meeting to order at 7:02. Shown present were Victoria Haier, Ryan Hilligoss, Marie Kornischuk, Harlan Hawkins, John Francisco, Martha Carter, and Mary Benson. Also present was Barb Coward.

Minutes of October 15, 2014 were read and discussed. Ms.Benson moved to accept the minutes as written, seconded by Ms.Kornischuk. Unanimous voice vote.

The Expense Report and Treasurer's Report for the month ending October 30, 2014 was submitted for review and approval. Mr.Francisco moved and Ms. Benson seconded a motion to accept the expense report and approve the treasurer's report as presented.
Roll call vote:
Yea: Trustees Benson, Hilligoss, Hawkins, Kornischuk, Francisco, Carter and Haier
Nays: none
Absent:
7-yea, 0-nay, 0 absent. Motion carried.

The Librarians report for October, 2014 was tabled until January's meeting due to President Coward's vacation for most of the month.

Approval on accepting new format for P&L for monthly budget report. Mr.Hawkins motioned and Ms.Benson seconded. Unanimous voice vote.

Unfinished business

Hearing of citizens- none

Librarian's Working Together- There are plans to hold a meeting in March 2015 to discuss handling customers with mental illness.

1,000 Books Before Kindergarten: Still in planning process but will be similar to other reading programs where parents sign up and then log books read on weekly/monthly basis. Shooting for January or February at latest to begin. Looking for underwriting options at the moment.

Grants: Dekalb County Community Foundation grant awarded for two new tables and other equipment.

Staff meeting schedule and topics: Fire safety training scheduled for December 12.

Policies and Procedures: Personnel policy proposal given to board members for review and further discussion and revision proposals at January meeting.

Edge Initiative: Tabled until next meeting.

Levy Hearing: To be held during the December town board meeting and library trustees are invited to attend.

New Business

Winter Reading Program: Heather Black will begin the program in January and will be used to promote reading.

Summer Reading: Plans are in process and the theme will be "Reading To The Rhythm".

Strategic Plan: Discussed the plan indicating what do we want to do, programs offered, technology in place, etc in 5 years. More meeting space, expanding library building itself. Further discussion tabled until next meeting.

ILA Convention: Director Coward toured the displays and saw some interesting ideas to research.

2015-2016 Budget: Tabled until next meeting. Agreed there would be no meeting in December due to timing and holidays. Next meeting will be in January 2015 as normally scheduled.

Staff Evaluations: Tabled until next meeting

Adjournment

Ms.Haier moved and Mr.Hawkins seconded a motion for adjournment, Unanimous voice vote carried the motion. The meeting adjourned at 8:10pm.

Respectfully submitted
Ryan Hilligoss