

Plainview Public Library Board of Trustees

Tuesday, March 27, 2018 7:00 PM

Members Present: Mary Schneider, George Czapiewski, Amy Appel, Jeff Henry

Staff: Alice Henderson

City Council Representative: absent

The meeting was called to order by Mary Schneider at 7:02pm

Secretary's Minutes & Agenda:

A motion was made by Amy and seconded by George to approve the March agenda. Motion carried.

Consent Agenda:

A motion was made by Jeff and seconded by Amy to approve the consent agenda as follows:

- A. Library Board Minutes 2/20/2018
- B. Retirement Announcement
- C. Library Assistant Hire Process
- D. Donation From Firefly Books
- E. March Building Update
- F. Library Statistical Report
- G. Liaison Reports

Payment of Bills:

A motion was made by Amy and seconded by George to approve the Payables by Payee report. Motion carried.

Unfinished Business:

- A. It was recommended by Alice and the City Administrator Clarissa Hadler that the board authorize immediate payment of regular bills up to a certain amount. This would align the payment of bills with the city bill paying schedule. A motion was made by Amy and seconded by Jeff to authorize immediate payment of regular bills up to the following amounts:

1Source	\$400
HBC	\$400
Metro Sales	\$400
Minnesota Energy	\$400
People's Energy	\$400
Tom's Lawn & Clean	\$1200
US Bank	\$400
Visa	\$1200
Staff Reimbursement	\$400
- B. The board had a short discussion about the possibility of forming a facilities committee. The consensus was that no committee was necessary at this time. No action was taken.

New Business:

None

A motion was made by Amy and seconded by George to adjourn the meeting at 7:15. Motion carried.

Respectfully Submitted, Jeff Henry