

Plainview Public Library Board of Trustees

Tuesday, February 20, 2018 7:00 pm

Members Present: Nicole Dominguez, Mary Schneider, George Czapiewski, Jeff Henry, Carla Tentis, Amy Appel, Missy McRay

Staff: Alice Henderson

City Council Representative:

- The meeting was called to order by Mary at 7:00 pm

Secretary's Minutes:

- A motion was made by Amy and seconded by Carla to approve January minutes. Motion carried.

Payment of Bills:

- A motion was made by Amy and seconded by Missy to approve bills payable by payee. Motion carried.

Old Business:

Building Project:

- Placement of insulation and lack of ventilation means possible compromise of outer building materials.
- Braun Intertec plans to meet with Alice on February 21.
 - Alice asked if we want to put together a building facilities committee to help oversee this—or if she should continue to handle it.
 - Mary volunteered to be on the committee. She will attend the meeting tomorrow with architect and we will revisit the idea of forming a committee at March meeting.

New Business:

- Motion made by Jeff and seconded by Carla to approve annual report to send to Minnesota Department of Education. Motion carried.
- It was brought to Alice's attention that charging replacement card fee based on age may be illegal. Motion was made by Missy and seconded by George to change to a replacement fee of \$3.00 for everybody. Motion carried.
- Motion made by Jeff and seconded by Amy to approve Conflict of Interest Policy submitted by Alice. Motion carried.
- Motion made by Carla and seconded by Jeff to approve Internet Acceptance Policy submitted by Alice. Motion carried.
- KBS donated \$500 to the Library Foundation Fund. Motion was made by Missy and seconded by Amy to deposit money into the Library's foundation fund. Motion carried. The Library board graciously accepts the gift and thanks KBS.
- Adjust March meeting date. Alice will be at a conference on the third Tuesday of March. Therefore, according to the bylaws the meeting will be moved to Tuesday March 27th.

Other Business:

- Monthly reports: Alice shared the reports
- Liaison report: by Mary

The next regular board meeting was set for Tuesday March 27th at 7:00 pm

A motion was made by Missy and seconded by Amy to adjourn the meeting at 7:31 pm. Motion carried.