

Plainview Public Library Board of Trustees

Tuesday, January 16, 2018 7:00 PM

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

Staff: Alice Henderson

City Council Representative: absent

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

Nomination of Officers:

A motion was made by Amy and seconded by Jeff to nominate officers for 2018 as follows: Vice President: George Czapiewski; Secretary: Missy McRay. Motion carried.

Secretary's Minutes & Agenda:

A motion was made by Nicole and seconded by Carla to approve the January agenda and the December minutes. Motion carried.

Payment of Bills:

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

Old Business:

- Alice provided an update on the building project. City hall called on 3 different businesses. WSN is the only one that responded. They estimated \$17,000 for bids and specs on the project.
- Alice reported that the city council approved the hiring of Denise Swinbank. She will start working on Wednesday, January 17th.

New Business:

- Alice reported that she was processing 3 grants:
 1. SEMAC - a grant for the Six Appeal acapella group. They will perform March 2nd.
 2. MN Book Award Author Tour - Author, Allen Eskens, will make an appearance on March 10th.
 3. Community Reads - Author, Kent Nerburn, will make an appearance on April 11th.
- Jeff Henry will organize the Alice's annual performance review. The review committee will include Mary, Nicole, and Jeff. The timeline for the review process will be driven by the committee.
- Alice reported on donations from Steve and Amy Hinrichs in the amount of \$40 from proceeds of their Christmas tree sales. She also reported on a \$600 donation from Don and Becky Luckstein in memory of their son, James. A motion was made by Carla Tentis and seconded by Nicole Dominguez to accept the donations and deposit them into the Foundation account. Motion carried.

Other Business:

- Monthly Reports: Alice reported on monthly library statistics.
- Liaison Reports: Mary Schneider reported that there were no liaison meetings in November but there were 3 upcoming meetings for Finance, the Foundation, and the SELCO Quarterly meeting.

A motion was made by Carla and seconded by Amy to adjourn the meeting at 7:22. Motion carried.

Respectfully Submitted, Jeff Henry