

BELL MEMORIAL PUBLIC LIBRARY
MINUTES OF THE REGULAR MONTHLY BUSINESS MEETING
MONDAY, ~~DECEMBER 18, 2017~~ RESCHEDULED TO JANUARY 8, 2018
6:30 p.m. Local Time

CALL TO ORDER

Meeting called to order at 6:30 by President, Roger Moriarty.

PRESENT

Roger Moriarty, Dick Webb, Honey Kuhn, Kylene Crabb, Larry Yeiter, Stephen Boggs.

MINUTES

Moved by Larry Yeiter and seconded by Dick Webb that the minutes of the November meeting be approved.

PUBLIC COMMENTS

TREASURERS REPORT

1. Resolution to transfer funds within categories. Due to rescheduling the meeting the Director authorized the Bookkeeper to transfer required amounts (all within major categories). Moved by Kylene Crabb and seconded by Honey Kuhn to adopt the resolution for bookkeeping purposes. Carried.
2. Received a \$5,000 donation from Mr. Forrest D. Miner. Funds deposited into our Gift Fund. The donation had no earmarks for special usage.
3. Received a \$5,000 donation from the Tucker Foundation. Gift was specific to items recommended and the balance to be used at the Board's discretion. Director will have a Thank You card available at the next meeting.

CHILDREN'S DEPARTMENT REPORT

The Children's room has been decorated for Christmas.

Story time was cancelled on December 8th but was well attended by 6 children and their parents on the 1st and 15th. There will not be story time while school is on Christmas vacation. The parents of the regular attenders said they would be busy with family activities.

During Santa's visit on the 2nd, about 40 children, and many of the parents made Christmas ornaments and enjoyed donuts and hot chocolate.

Both display cases in the lobby have been changed to seasonal displays.

On January 6th at noon we will be having lunch and a movie. This activity is for children and their families

PROGRAMMING/YOUNG ADULT REPORT

Santa's visit brought in around 40 people (adults, teens and kids) who enjoyed making ornaments while eating a doughnut and sipping on hot chocolate.

Creative Corner takes place on December 21st and so far, I have 4 people signed up.

Christmas tree and decorations have been put up in the teen room.

Sharon and I are planning to host a Winter party for teens and kids during Christmas/Winter break. We will be serving hot dogs, chips and a cookie and also showing a movie.

MAINTENANCE

1. Had "J" area painted. Will probably do the rest of the building myself due to space and having to move things around.

DIRECTOR'S REPORT

1. Working on making sure that we have spent 7.5% of our expenditures on Library materials. State Library made a notation on our annual report that we did not satisfy the requirements.

2. Signed forms for Tucker Grant. I've no idea of what the final amount of their donation will be.

3. No information yet on what our 2018 budget will be.

4. Auditor noted that our tax draw will be deposited on Wednesday, December 20.

Receipted will be:

Operating fund:

Property Taxes	\$106,026.17
License Excise Taxes	\$14,960.19
Financial Institution Tax	\$285.61
Commercial Vehicle	<u>\$999.59</u>
Total	<u>\$122,271.56</u>

Debt Service

Property Taxes	\$14,060.56
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	License Excise Taxes	\$1,966.69
	Financial Institution Tax	\$37.55
	Commercial Vehicle	<u>\$131.41</u>
Total		<u>\$16,196.21</u>

I'm not sure of pending invoices (maybe \$15k?), but as of today (12/18) we should have approximately \$116,851 in the Operating Fund checking account.

5. Working on computer purchases etc. Request permission to use @\$1,000 from recent gift fund donation for purchase of the following for the Young Adult area.

X-Box – current price on Amazon @\$260
Additional controller (wired)

Director requested permission from the Board President for the purchase of the computers and X-Box and games etc.

6. Permission to close on New Year's Eve.

UNFINISHED BUSINESS

NEW BUSINESS

1. Need salary resolution for 2018 salaries and wages.

Moved by Honey Kuhn and seconded by Kylene Crabb to adopt the salary resolution for 2018. Carried. Resolution attached.

2. Discussed Additional Appropriation for the 2018 budget. Director is to develop a plan for the potential replacement of two large HVAC machines, new server and a new accounting system. Director will report findings at the January 29, meeting.

OTHER BUSINESS

PAYMENT OF CLAIMS

Moved by Kylene Crabb and seconded by Honey Kuhn that claims be allowed as presented. Carried.

ADJOURNMENT

Meeting adjourned at 7:07 p.m.

Roger Moriarty, President

Honey Kuhn, Secretary