

**Minutes of the Regular Meeting of the Board of Trustees  
of the Byron Public Library District  
October 10, 2018**

The meeting was called to order at 4:04 p.m. by President Barbara Clubb. Board members present were Lavonne Berkeley, Barbara Clubb, David Conley, Jill Grennan, and Richard Pleniewicz. Also attending was Emily Porter, Director. Susan O'Neil entered at 4:04 p.m. following the approval of minutes. Elaine Breck entered at 4:10 p.m. following the Treasurer's report.

**Absent Members:**

**Visitors:** None

**Minutes:**

Mrs. Berkeley made a motion to approve the Minutes of the Regular Meeting of September 19, 2018. The motion was seconded and approved 5-0.

**Treasurer's Report and Monthly Bills:**

Mrs. Porter distributed written reports. Mrs. Porter stated that she received the Per Capita grant money and will go ahead and initiate the new digital archives website for the microfilm. She also mentioned that we received the bulk of the second tax drop for the year, totaling 94% of the budgeted income.

Bills

A motion to pay the bills was made by Mr. Pleniewicz and then seconded. The motion was approved in a roll call vote 6-0: Mrs. Berkeley, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; Mrs. O'Neil, yes; and Mr. Pleniewicz, yes.

**Librarian Report:**

Mrs. Porter distributed written reports. Mrs. Porter spoke about the facility improvements that have been completed over the past month. Weather excepting, everything went smoothly with the new concrete, alarm panel dialer card replacement, and power door improvements.

Mrs. Porter talked about PUG Day (PrairieCat Users Group), and sessions that staff attended. Nine staff members attended the all-day training while the library was closed.

**Trustee Reports:**

**Committee Reports:**

- Finance: None

Approved November 14, 2018

- Operations Committee: The meeting has been rescheduled for November 12, at 4:00.
- Executive Committee: None
- Facilities Management: None

### **New Business**

- Mrs. O'Neil made a motion to approve the Levy Ordinance 2018-7 and Abatement Ordinance 2018-8. Mr. Pleniewicz seconded. Mrs. Porter held a discussion explaining the ordinance and requirements. The motion was seconded and approved in a roll call vote 7-0: Mrs. Berkeley, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mr. Conley, yes; Mrs. Grennan, yes; Mrs. O'Neil, yes; and Mr. Pleniewicz, yes.

### **Unfinished Business**

None

A motion to adjourn was made by Mr. Pleniewicz and seconded. The meeting adjourned at 4:52 p.m.

Respectfully Submitted,  
Emily Porter  
Director

Approved November 14, 2018