

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
January 9, 2019**

The meeting was called to order at 4:00 p.m. by Barbara Clubb. Board members present were Lavonne Berkeley, Elaine Breck, Barbara Clubb, David Conley, Jill Grennan, Susan O'Neil and Richard Pleniewicz. Also attending were Emily Porter, Director and Recording Secretary Jeannine Hedges.

Absent Members: None

Visitors: None

Minutes:

Mrs. Breck made a motion to approve the corrected Regular Meeting Minutes of December 12, 2018 as attached in today's packet. The motion was seconded and approved 7-0.

Treasurer's Report and Monthly Bills:

Mrs. Porter distributed written reports.

Bills

Mrs. Porter distributed written reports. Mrs. Porter discussed special levy expenses and the operating funds as noted on the balance sheet of the packet.

A motion to pay the bills was made by Mrs. Berkeley and then seconded. The motion was 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.

Librarian Report:

Mrs. Porter distributed written reports. Mrs. Porter announced that the VHS conversion to DVD equipment is ready for public use. Mrs. Porter discussed the upcoming Christmas party and staff training day on January 21. Mrs. Porter held a discussion on the new equipment in the meeting room and still waiting on parts for the activity room equipment. She also discussed moving several departments and noted that she is looking to disperse some extra shelving. Mrs. Porter noted that the new website will be launched in February along with online registration and online room reservations. Mrs. Porter discussed the possibility of simplifying the checkout process for the Hot Spots.

Trustee Reports: None

Approved February 13, 2019

Committee Reports:

- Finance: None
- Operations Committee: None
- Executive Committee: None
- Facilities Management: None
- Strategic Planning Committee: None

Unfinished Business

- None

New Business

- Mrs. Grennan made a committee motion to keep the existing closed session minutes closed. The motion was approved 7-0.

A motion to adjourn was made by Mr. Pleniewicz and seconded. The meeting adjourned at 4:20 p.m.

Respectfully Submitted,
Jeannine Hedges
Recording Secretary

Approved February 13, 2019