**Ella Johnson Memorial Public Library District**

**109 S. State Street, Hampshire, IL 60140**

**Minutes of the December 17, 2018 Regular Meeting of the Board of Trustees**

Board President Barbara Brust called the regular meeting of the Board of Trustees of the Ella Johnson Memorial Public Library District to order at 7:00 p.m. Present were Barbara Brust, Linda Wallace, Heather Swanson and Linda Drendel. Trustees Ryan Schaefer, Judy Pokorny and Pat Dumoulin were absent. Also present was Library Director Nancy Ashbrook.

**Changes/Corrections to the Agenda:** None

**Questions/Comments-Public/Media:** None

**Approval of Minutes:**

1. Motion Wallace, sec. Swanson to approve the public hearing minutes of November 26, 2018. Voice vote to approve the motion; ayes carry the motion.
2. Motion Wallace, sec. Swanson to approve the regular meeting minutes of November 26, 2018 as amended. Voice vote to approve the motion; ayes carry the motion.

Trustee Judy Pokorny arrived at 7:05 p.m.

**Treasurer’s Report:**

1. Motion Drendel, sec. Wallace to approve for payment the December 2018 bills, in the amount of $31,705.87. Brust-Y; Schaefer –absent; Drendel-Y; Pokorny -Y; Dumoulin- Absent; Wallace- Y; and Swanson-Y. Motion passed.
2. Reviewed the financial report.

**Director’s Report:** The library received a $50 donation from the Hampshire Book Club. Director Ashbrook shared the circulation and programming statistics for November. Director Ashbrook is looking into a new group term life insurance policy for full time employees. The bathroom remodel is in progress. The Ella’s Friends group will hold the Chocolate Festival at Resource Bank on February 10, 2019.

**President’s Report:**  Nancy Ashbrook and Barbara Brust will meet with Hampshire mayor on December 18, 2018.

**Unfinished Business:**

1. Director Ashbrook reviewed and clarified the difference between an emergency weather closing and an administrative closing for the library. This information will be updated in the employee manual and shared with the board for approval.

**New Business:**

1. Heather Swanson and Linda Drendel were appointed to the Executive Session Review Committee.

**Adjournment:** Board President Barbara Brust adjourned the meeting at 8:03 p.m.

Respectfully submitted,

Marisa Struyk, Recording Secretary