

MINUTES

December 12, 2016 Board of Trustees Meeting Arcola Carnegie Public Library District

Those present - Jeff Saunders, Mark Eadie, Robert Arrol, Debbie Nacke, Rick Edwards, Debbie Sosamon, Cheryl Switzer (Library Director), Tina Vandever (Bookkeeper).

Absent - Allen Yoder

President Saunders called the meeting to order at 6:00 p.m.

- Minutes from the the November regular monthly meeting were presented and reviewed.
- Motion was made by Arrol to accept, second by Nacke, motion carried.

Financial Report

- Financial report from the month of November was presented and reviewed.
- Motion to approve report and pay bills by Eadie, second by Sosamon, motion carried.

President's Comments

- Saunders shared that some of the pieces for one of the shelving units were not shipped with the recent order. Confirmation and rectifying of the situation is presently being addressed.

Committee Reports

- None

Librarian's Report

- Report submitted and reviewed. WEIU-TV filming for "Our Town Arcola" segment went well.

Old Business

- Petitions for the library board positions - up for election - will be filed this week.

New Business

- Motion was made by Eadie and seconded by Sosamon to once again place an ad in the Holiday Greetings section of the Arcola Record-Herald.
- After presenting options for brochures, Eadie moved to contract Nancy Rairden of the Arcola Record-Herald to produce a full color 4-fold brochure. The brochure would be an informational tool to draw awareness to the attributes of our Carnegie Library. Pricing for 2,500 copies would run \$335.73 plus artwork charge. Motion was seconded by Edwards and the motion carried.
- Christmas bonuses for all employees were discussed by all. A recommendation by Edwards, seconded by Eadie, was presented for approval. Recommendation carried.
- Motion to adjourn at 6:30 p.m. by Edwards, second from Eadie, motion carried.

A handwritten signature in black ink, appearing to read 'Mark Eadie', is written on a light blue background.

Mark Eadie, secretary