

Jean Waterloo Public Library

Board Minutes

November 16, 2018

- I. **Call to Order:** The regular meeting of the Board of Trustees of the Jean Waterloo Public Library was called to order at 6:12 PM by Goralczyk.

Present: Mark Goralczyk, Phino DeLeon, Shirley Drake, Virginia Hofman, Sylvia Steward, Gretchen Sterling

Staff: Karen White-Owens

Absent: None

- II. **Approval of the Agenda:** A motion was made by Drake, seconded by DeLeon to approve the agenda. Motion carried.

- III. **Public Comment:** None.

- IV. **Secretary's Report:** A motion was made by Steward seconded by Drake to approve the October 2018 minutes. Motion carried.

- V. **Treasurer's Report:** Goralczyk reviewed a copy of the report with the board. The report was received and filed. The October bills were reviewed and discussed. A motion was made by Hofman, seconded by Sterling to approve the payment of bills for October. Motion carried.

- VI. **Director's Report:**
 - a. **2019 Board meeting dates:** The board reviewed the 2019 Meeting Schedule. A motion was made by Steward, seconded by Drake to approve the schedule. Motion carried.
 - b. **2019 Holiday Closures:** The board reviewed and discussed the Holiday and Closure dates for 2019. A motion was made by Drake, seconded by Steward to approve the schedule. Motion carried.
 - c. **Christmas Dinner:** The board reviewed and discussed the caterer choices, choosing one. Then discussed the entree selections so White-Owens could place the order. Details for the dinner were reviewed as well.

- d. **Happenings:** White-Owens shared with the board the next craft event along with the craft itself. Next, discussed the details of a painting event set to take place in 2019. Lastly, the exciting news of how well this years Halloween party turned out to be a smashing success. She stated that the turnout was approximately triple the expected amount of guests.

VII. New Business:

- a. **Elections:** Goralczyk officially entered his resignation from the library board effective December 2019. The board reviewed and discussed the open executive positions and the election set to take place at our next board meeting.

VIII. Next Meeting: The next meeting is December 14th, 2018.

IX. Adjournment: On a motion by Steward, seconded by Drake, the meeting adjourned at 6:54 PM

Submitted by:



Phino DeLeon, Secretary