**GRANT COUNTY PUBLIC LIBRARY**

**BOARD OF TRUSTEES MEETING**

**REGULAR BUSINESS**

 **May 13, 2019**

**Call to order:** 7:00 pm Community Room

**Type of meeting:** Regular Business

**Presiding Officer:** Bill Oliver, Board President

**Quorum:** Present

**Trustees Present:** Bill Oliver, Roxanne Howe, Paul Messner, Matthew Smith and Cara Copes

**Also Present:** Susan Nimersheim, Director and Amy Coghill, Administrative Assistant

**Absent:** None

**Agenda approval and adoption:** Approved as presented

**Secretary’s** **Report:**  A motion was made by Paul Messner to approve the minutes from the April 2019 board meeting. This was seconded by Matthew Smith. Motion carried.

**Treasurer’s Report:**  A motion was made by Roxanne Howe and seconded by Cara Copes to approve the April 2019 financial reports. Motion carried.

**Business:**

1. Susan Nimersheim gave the construction update. The children’s workroom is done. Trim and tile are being installed throughout. Camera installation is ongoing as well. Tentative opening reception on June 30th.
2. Submittal #14 to Ashley Construction – A motion was made by Cara Copes and seconded by Matthew Smith to issue payment to Ashley Construction in the amount of $163,645.00 for completed work. Motion carried.
3. Susan presented the second draft of the budget for FY20.
4. County Auction – Susan has not been given much information. She is currently working on a list of surplus items to sell.
5. Phone system – Susan received quotes from a) Williamstown - $150 installation and 522.08 per month and b) Cincinnati Bell - $1265.00 installation and 634.75 per month. Roxanne made a motion to go with Williamstown. It was seconded by Matthew Smith. Motion carried.
6. Summer Reading upcoming events – June 1st Summer Reading Kickoff, May 18th Early Childhood Fair, Monday night programs will be starting soon as well as the June/July feeding program. There will be a homeschool Shakespeare production on May 19th too. The library will also be closed on Friday, May 24th for lot paving.

 **Policy Review:** None

**Reports:**

1. Director’s Report – Susan presented her report for April 2019.
2. Regional Report – Susan also presented the Regional report as Chris Bischoff was unable to attend.

**Correspondence:** None

**Board Member Comment:** Roxanne Howe reminded the board that her term and Cara Copes’ term will be expiring in June. She also said she won’t be applying for a new one. Cara said she would fulfill another term. Susan will work on advertising for candidates. Bill Oliver also reminded the board members to turn in their yearly review for Susan as soon as possible.

**Adjournment:**  Motion made to adjourn by Roxanne Howe and seconded by Paul Messner. Adjournment at 8:02 pm.

**Next Board Meeting:** Monday, June 10, 2019 at 7 pm

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President Secretary