

**Toulon Public Library District  
Board of Trustees Meeting  
October 10, 2016**

The meeting of the Toulon Public Library District Board of Trustees was called to order at 7:05 p.m. Judy Beamer, Melanie Boudreau, Roberta Cinnamon, Jan Curry, Jennifer Nutzhorn, and Director Michael Baumann were present. Pat Brown and Mark Wilson were absent.

**Approval of Agenda:** Jennifer made a motion to approve the agenda. Jan seconded the motion; motion passed unanimously.

**REPORTS**

**Secretary:** Melanie made a motion to accept the secretary's report from the September 12, 2016 meeting. Jan seconded the motion; motion passed unanimously.

**Correspondence:**

**Treasurer:** Roberta made a motion to accept the treasurer's report and pay the bills. Jennifer seconded the motion; motion passed unanimously with a roll call vote.

**Director:** Melanie made a motion accept the Director's Report. Jan seconded the motion; motion passed unanimously.

**SPECIAL ORDERS**

**Budget and Appropriation Levy 16-5:** Roberta made a motion to approve B/A Levy 16-5. Jennifer seconded the motion; motion passed unanimously with a roll call vote.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**Staff Christmas:** Jan made a motion to direct Michael to organize the Staff Christmas party/gifts. Jennifer seconded the motion; motion passed unanimously with a roll call vote.

**Snow Removal:** Roberta made a motion to renew the snow removal contract. Jan seconded the motion; motion passed unanimously.

**November Meeting Cancellation:** Melanie made a motion to cancel the November board meeting. Jennifer seconded the motion; motion passed unanimously.

**Swank Estate:** Michael received legal documents from lawyers, representing the Swank Estate.

**ADJOURNMENT**

Roberta made a motion to adjourn the meeting. Melanie seconded the motion; motion passed. The meeting was adjourned at 7:30 p.m.

The date for the next regular meeting is December 12, 2016 at 7:00 p.m.

Respectfully submitted,

Roberta Cinnamon, Secretary

