

**Toulon Public Library District Board of Trustees Meeting
November 11, 2019**

The meeting of the Toulon Public Library District Board of Trustees was called to order at 7: 00 p.m. Melanie Boudreau, Pat Brown, Roberta Cinnamon, Jan Curry, Jennifer Nutzhorn, Mark Wilson, and Director Michael Baumann were present. Judy Beamer was absent.

Approval of Agenda: Roberta made a motion to approve the agenda. Pat seconded the motion; motion approved unanimously.

REPORTS

Secretary: Jan made a motion to approve the secretary's report from the September 9, 2019 meeting. Melanie seconded the motion; motion approved unanimously.

Correspondence: Thank you notes were received from the families of Marge Mowers and Vickie McMillen.

Treasurer: Pat made a motion to approve the treasurer's report and pay the bills. Roberta seconded the motion; motion approved unanimously with a roll call vote.

Director: Roberta made a motion to accept the Director's Report. Melanie seconded the motion; motion approved unanimously.

UNFINISHED BUSINESS

Discuss Per Capita. Completion of CE requirement

NEW BUSINESS

Review and Approval of 18-19 Audit and AFR: Melanie made a motion to approve the 2018-2019 Audit and AFR. Jan seconded the motion; motion approved unanimously with a roll call vote.

Approve Per Capita Grant Submission: Pat made a motion to approve and submit the Per Capita Grant. Jennifer seconded the motion; motion approved unanimously with a roll call vote.

Christmas Gift Cards for staff: Jennifer made a motion to approve purchases of staff Christmas gift cards at the Director's discretion. Roberta seconded the motion; motion approved unanimously with a roll call vote.

November and December closed dates: Melanie made a motion to close November 27 @ 3:00, 28, 29, and December 24, 25, 26, 31, and January 1, 2020. Jennifer seconded the motion; motion approved unanimously.

ADJOURNMENT

Roberta made a motion to adjourn the meeting. Pat seconded the motion; motion approved unanimously. The meeting was adjourned at 8:00 p.m.

The date for the next regular meeting is Monday, December 9, 20 at 7:00 p.m.

Respectfully submitted,
Roberta Cinnamon, Secretary

