January 13, 2015

Hudson Area Public Library District

Board of Trustees Meeting

104 W. Pearl St.

Hudson, IL 61748

The meeting was called to order at 6:30 p.m. by President Dee Hinrichsen. Members present were Heather Plattner, Nancy Rinda, Wonder Monson, Rhonda Hess, Laura Haas, and Carol Bland. HAPLD director, Sam Smith, was also present. The minutes of the December meeting were approved as read and so moved by Rinda and seconded by Plattner.

**Library Director’s Report**

Smith and Allison Kreps have been making a few changes to our library website to try and make it more efficient. This month at Book Chat, Smith encouraged Book Chat attendees to participate in the Break into Books program. This will hopefully encourage them to read new materials and try a genre they might not normally pick up. The Giving Tree program has been a success and will continue to run through the end of February. The Illini Bank agreed to continue to co-sponsor the Warm Up Fridays and Saturdays program. Smith updated the board on the 3 most recent donations that have been made to the library. Smith added all three names to our donation plaque. Smith turned in the petition packets for the upcoming election. The Quill published our Treasurer’s Report on December 18. Smith turned the Treasurer’s Report and the Certificate of Publication in to the County Clerk’s Office before the holidays. Smith reported that our attorney recommended the board hire an architect or an HVAC engineering consultant to help the board during the bidding process for replacing the furnaces.

**Secretary’s Report**

The board discussed the closed session meeting minutes for the past six months. Haas made a motion to keep those minutes sealed, because they involved personnel issues. Monson seconded the motion. A list of those required to file a Statement of Economic Interest is due by February 1. The deadline to file a Statement of Economic Interest is April 30.

**Treasurer’s Report**

The monthly expenses were reviewed and discussed.

**President’s Report**

Hinrichsen informed the board that the library received additional money from the Hamm estate.

**Old Business**

Hinrichsen updated the board on the new board member petitions. One person filed a petition to run for a two year term. Three people filed petitions to run for a six year term. Smith is still busy collecting information from other Library Directors as she continues the process of reviewing and updating the Director and Youth Director’s job descriptions.

**New Business**

The board decided to continue to review the Gifts/Memorial Policy and the Personnel Records Policy at the February meeting. The board reviewed and agreed upon a new snow removal contract for the library. Hinrichsen signed the contract. Smith informed the board that the library’s bookkeeper, Kendra Alexander, has resigned her position. She will, however, stay on till a replacement can be found. Smith also updated the board on the new OSHA policy. Effective January 1, 2015, any time an employee is hurt on library premises, OSHA must be notified. The next meeting will be February 10, 2015. Haas motioned to adjourn the meeting at 7:41 p.m. Motion was seconded by Bland.

Respectfully submitted,

Carol Bland