November 10, 2015

Hudson Area Public Library District

104 W. Pearl St.

Hudson, IL 61748

The meeting was called to order at 6:34 p.m. by President Plattner. Members present were Dianne Feasley, Bonny Ficek, Ronda Hess, Beth Kreps, and Nancy Rinda. HAPLD director, Sam Smith, was also present. The minutes of the October meeting were approved as read, so moved by Feasely and seconded by Rinda.

**Library Director’s Report**

Smith recapped her report to the board. She reported that she received the Local Records Act Retention Schedule and is working on organizing the libraries records to make retention and disposal easier. All requests for HVAC quotes have been received. Smith has chosen LKM to replace the tree in the west windbreak. October was a busy month for programs. Smith also recapped the youth services report.

**Secretary’s Report**

No report

**Treasurer’s Report**

The monthly expenses were reviewed and discussed.

**President’s Report**

No report

**Old Business**

Smith has received several quotes for HVAC work. The information in the proposals was discussed.

The Authority to Spend Policy was approved as written; so moved by RInda, seconded by Feasley. Approved by an Open outcry vote.

An update to the Per Capita Grant was given. It is due January 15, 2016.

**New Business**

A correction to the June 2015 meeting minutes was made for the fiscal year-end audit of minutes. The library holiday party was discussed. Bonny will coordinate. It will be held December 8, 2015 at 5:30p.m.

The next meeting will be December 8, 2015 at 6:30. Ficek motioned to adjourn the meeting at 7:34 p.m. Motion was seconded by Kreps.

Respectfully submitted,

Ronda Hess