

## **Meeting Minutes**

**October 10, 2019**

Hudson Area Public Library District

Board of Trustees Meeting

104 W. Pearl St.

Hudson, IL

The meeting was called to order at 7:05 p.m. by President Hess. Trustees present included Beth Kreps, Gwyn Whitacre, Lynne Norris, and Dianne Feasley. Library Director Jenny Losey was also present. The minutes of the September meeting were reviewed and approved as corrected.

### **Library Director's Report**

Director Losey reported that the website is now mobile friendly. Burbio went live on September 16; most community organizations including the school are represented. She still has a few groups to contact. The library's Instagram account went live on September 30. The next marketing project is updating brochures to be distributed through the Post Office and village water department to new residents of the community. She attended a marketing seminar that was quite beneficial. She is now looking into offering patrons the option of making digital payments. The method of calculating the levy was also explained.

### **Secretary's Report**

Kreps presented the Levy Ordinance. Feasley moved that the board approve the ordinance, Whitacre seconded. Unanimous approval was given by open outcry.

### **Treasurer's Report**

Feasley presented the monthly expenses report. Motion to accept was made by Norris and seconded by Kreps. Feasley presented the budget report for review, no concerns were noted.

### **President's Report**

Hess reported that there has been no response from the Attorney General regarding the accessibility of the parking lot.

### **Old Business**

Hess presented a proposal from J. Spencer for the completion of the community room: removal of carpet, installation of flooring, and permanent installation of the cabinets and counter top. The proposal for the amount of \$4624 was approved, with an option for moisture mitigation at the cost of \$2695. Motion for acceptance was made by Feasley, seconded by Kreps.

**New Business**

The Collection Development Policy was reviewed and approved. Motion by Norris, second by Whitacre. The board discussed Chapters 11-14 of Trustee Facts File including the appendices. Board members also discussed the webinars they completed as well as the use of digital archives.

Meeting adjourned at 8:18 p.m.

Respectfully submitted,

Dianne Feasley

11/12/19 Dianne Feasley