

MINUTES OF THE SPARTA PUBLIC LIBRARY BOARD OF TRUSTEES

Monday, December 2, 2019

The regular meeting was delayed so that the Board could have a retirement party for June Cohoon to thank her for her thirteen years of service and to share our annual Board Christmas party with the staff.

The December 2, 2019 meeting of the Sparta Public Library Board of Trustees was called to order by President Richard Cavalier in the main study area at 7:50 p. m.

Members Present:

Don Adams
Anne Bourner
Richard Cavalier
John Clendenin

Steven Gerlach
Domenica McDonald
Peggy Petkas
Bob Taylor
Amy Kloos

Absent:

None

Others Present:

Susan Colbert, Library Director
Kyle Daniels, Assistant Library Director

Minutes

The November 4, 2019 minutes were reviewed. Don Adams moved and Anne Bourner seconded that they be approved with one correction. The motion carried unanimously.

The September 2019 minutes were approved as corrected. Anne Bourner made the motion and Amy Kloos seconded the motion. The motion carried unanimously.

The June minutes were approved as corrected. Anne Bourner moved and Domenica Mc Donald seconded the motion. The motion carried unanimously.

Correspondence

None

Treasurer's Report—Anne Bourner

The Treasurer's report for each fund for the month of November 2019 was reviewed by the Board. It was moved by Don Adams and seconded by John Clendenin to accept each of the reports. The motion carried unanimously.

The bills for December 2019 were reviewed by the Board. It was moved by Peggy Petkas and seconded by Anne Bourner to pay the bills presented and other regular monthly bills that come after the meeting date. The motion carried unanimously.

Peggy Petkas moved and Bob Taylor seconded that the Board go into a closed meeting to review the minutes of previously closed meetings. The motion carried unanimously. The Board entered into closed session at 8:14 p.m. The Board returned to regular meeting at 8:18 p.m.

John Clendenin moved and Anne Bourner seconded that the closed meeting minutes remain closed to protect the privacy of staff employees and patrons. The motion carried unanimously.

Librarian's Report—Susan Colbert

1. Peggy Petkas and Steven Gerlach have to finish fulfilling per Capita grant requirements.

Peggy Petkas moved and Bob Taylor seconded that the Librarian's Report be accepted. The motion carried unanimously.

Old Business

1. The fixtures in the restrooms need to be replaced. The worst case scenario would be three stools and one urinal. The cost, according to Joe Deutschmann, would be \$1,901.73. Anne Bourner moved and Domenica McDonald seconded that the Board accept the bid. The motion carried unanimously.
2. Motion was made by Bob Taylor and seconded by John Clendenin to order carpeting tile color 2279 (Essential). The motion carried unanimously.

New Business

1. After discussion, Peggy Petkas moved and Domenica seconded that the Board give Susan Colbert authority to get the floor repaired in the restrooms before Joe puts in the new fixtures in the restrooms. The motion carried unanimously.

It was moved by Anne Bournier and seconded by Amy Kloos to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 8:42 p.m.

Next meeting will be Monday, January 6, 2020.

Respectfully submitted,
Steven Gerlach
Secretary of the Board