

**GILMAN-DANFORTH DISTRICT LIBRARY BOARD OF TRUSTEES
JANUARY 10, 2019 MINUTES**

The Gilman-Danforth District Board of Trustees met in regular session on January 10, 2018 at 6:35 pm. Board members present were President Bill Stahlschmidt, Jill Cummings, Sharon Newman, Jan Villwock, Judy Pree and Cindy Guttendorf. Director Jen Zufall and Bookkeeper Beth Zirkle were also present. There was no public comment.

The minutes of the December 13, 2018 meeting were approved as corrected. After a review of the Treasurer's report, Judy motioned to approve the Treasurer's report and Cindy seconded the motion. A voice vote carried.

The credit card bills were as follows: telephone \$80.40, programs \$20.00 and computer fees \$168.00. Jill motioned to pay the bills and Jan V. seconded the motion. A roll call vote carried.

The board then reviewed the Audit Report and the question arose why it contained the words "Park District" instead of "Library District". Sharon said she would call the Fox CPA Group and make the auditor aware of the typo.

There then was a discussion in regard to staffing. Krystal Kirchner would like to no longer work on Saturdays. It was determined that she is the Assistant Director and that Jen should try to arrange the scheduling accordingly with other staffers.

Director's Report:

Jen reported the Annual Report is finished and that she has almost completed the Per Capita Grant paperwork.

She also noted that there had to be a new motor placed in the furnace which accommodates the study room.

Jen then stated that she will be researching the cost of installing an automatic outside door.

With no further business to be discussed, Jill motioned to adjourn the meeting and Judy seconded the motion. A voice vote carried. The meeting adjourned at 7:22 pm.

Respectfully submitted,

Sharon Newman

