

**GILMAN-DANFORTH DISTRICT LIBRARY BOARD OF TRUSTEES
FEBRUARY 14, 2019 MINUTES**

The Gilman-Danforth District Board of Trustees met in regular session on February 14, 2019 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 January 10, 2019 meeting were approved as corrected. After a review of the Treasurer's report it was decided that Harrison Randall's gift should be transferred into a CD. Jan then motioned to approve the Treasurer's report and Cindy seconded the motion. A voice vote carried.

The credit card bills were as follows: telephone \$80.79, programs \$28.51, supplies \$43.28, books and periodicals \$143.91 and postage \$100.00. Judy motioned to pay the bills and Cindy seconded the motion. A roll call vote carried.

Jen received two bids for the cleaning of the library. The first was from Gro Green out of Bloomington who would charge \$2,500 for the general cleaning and \$1,200 for the cleaning of the carpet. The second was from a BCS, Inc. with a charge of \$900.00 for the cleaning and \$500.00 for the carpet extraction. After discussion, the trustees decided on Gro Green. Jill motioned to accept the bid of Gro Green and Jan seconded the motion. A roll call vote carried.

Director's Report: Jen reported the Annual Certification and Per Capita Grant were completed. She also stated that the mowing bids will go out the week of February 18 and that it is time to start working on the grants to the Mary Helen Roberts Trust, Donovan Trust, and Freed Trust.

Jill then asked about the status of the DVDs donated by Duane Sier. Jen reported that all of them have been entered into the system and there has been a lot of interest from patrons and other libraries. Jen stated that she is having a plaque made honoring Mr. Sier for his donation to place on the shelving which will be holding the DVDs. She also stated that the DVDs will be rotated every so often. Jill said that she will let Monty Sier know.

Jen then informed the board that Anita "Neets" and Jim Honn donated a lovely wall hanging of a feather with a hand drawn likeness of Abe Lincoln ensconced in a glass frame. Sharon stated that she will purchase a thank you note and forward it to the Honns.

Jen then informed the board that she is resigning her position as Director. The board then decided that they will review the ads to find a new director at the next meeting. 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 7:30 pm.

Respectfully submitted

Sharon Newman

