**Paris Public Library**

**Board of Trustees**

**September 11, 2017**

The regularly scheduled meeting of the Board of Trustees was called to order at 4:30 p.m. by President George Griffin. In attendance were Roxanne Michels, Cherie Lehman, Susan Punzelt, Ginny English, Karen Earlywine, and Librarian Teresa Pennington. Absent were Trustees Evie Gill, and Bruce Young.

**Minutes of Previous Meeting:** No meeting in August. Motion to approve minutes from July 10, 2017 meeting was made by English, second by Earlywine. Motion carried.

Trustees reviewed thank you notes from Grace Lutheran School, Chuck Hand, and Stone Soup Shakespeare.

**Finance Report:** Pennington reported that scheduling of extra hours were required for two staff members resulting in an estimated $4000 increase in personnel salaries for the fiscal year. Motion by Michels, second by Punzelt to approve report, to recognize the July & August 2017 checks and deposits. Motion carried.

**Book Committee:** No report

**House Committee:** Pennington reported that the broken window has been repaired & trim painted, elevator passed inspection, someone has been called to fix the chirping smoke detector in the storage room, the outside AC conduit has been repaired. Still waiting on plaster repair by Creasey. Cost should be $410.

**Librarian’s Report:** July & August were busy months at the library. Still haven’t received Per Capita Grant check.

Motion to approve Statistical Report by Lehman, second by Punzelt. Motion approved.

**Friends:** None

**Old Business:** None

**New Business:** Requirement for Per Capita Grant due mid-January is that library staff & trustees will complete at least one free online education opportunity focusing on safety in the library. Pennington recommended one webinar. Trustees will complete the webinar by the November board meeting & will discuss at that meeting.

Legislation was passed that raises the minimum dollar amount requiring bid advertisement for library construction, repairs, remodeling, or building improvements from $20,000 to $25,000.

Library will be closed on Saturday, September 23, for Honeybee Festival.

**Next Meeting:** Next meeting is October 16 (3rd Monday because 2nd Monday is Columbus Day holiday.)

Meeting adjourned at 5:08 pm.

Respectfully submitted,

Roxanne Michels