**Paris Public Library**

**Board of Trustees**

**November 12, 2018**

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 Cherie Lehman, Roxanne Michels, Evie Gill, Janine Brann, Richard Gross, Susan Punzelt and Librarian Teresa Pennington. Absent were Trustees Karen Earlywine and Bruce Young.

**Minutes of Previous Meeting:** MOTION: Gross, second by Lehman to approve October 15,2018 minutes. Motion carried.

**Correspondence, communications and public comments:** No correspondence.

**Committee Reports:**

**\*Finance:** MOTION: Michels, second by Lehman to accept finance report. Motion carried.

**\*Book:** No report.

**\*House:** Librarian Pennington reported that Honest Abe Roofing has not responded to her call concerning the timeline for repairs.

The elevator required a service call from Otis. Repairs were successful with a cost of $725.90.

**Librarian’s Report**: Library usage was up for the month. MOTION: Brann, second by Punzelt to approve statistics report. Motion carried.

Librarian Pennington reported that the library has a new website that is much better and easier to keep current. The new adult programs being offered at the library are very well attended. Children’s programs are seeing lower attendance in the fall. Sheila Smith has been hired. She is working on monthly activities and special events on school holidays.

\***Friends:** The Friends of the Library will be raising funds to purchase a LED sign for the library. There will be a Music Sale of compact discs on December 1, 10-4 in the Gibson Room.

**Old Business:** Application for the Ameren lighting rebate program was submitted. Waiting for results.

**New Business:** The board reviewed and discussed Chapters 6-10 of the Trustee Facts File 3rd Edition as required for the 2019 Per Capita Grant. The Library is compliant with Materials Selection and Electronic Information. The Library maintains the physical facilities and remains current with amenities for the patrons.

Librarian Pennington reported that she is considering an online digital magazine service. This would offer many more magazine selections than currently available.

**Miscellaneous:**  The Board is required to view an online webinar focusing on meeting the needs of patrons with challenges or disabilities prior to the December meeting.

* Christmas at the library is December 6, 6-7 pm along with the Music Sale in Gibson Room.
* Library will close a 4pm on Wednesday, November 21 and will be closed Thanksgiving Day.

Meeting adjourned at 5:06 p.m. Next meeting is Monday, December 10, 2018.

Respectfully submitted,

Evie Gill, Secy.