

**ALLERTON PUBLIC LIBRARY DISTRICT
LIBRARY BOARD OF TRUSTEES
December 6, 2017**

The Allerton Public Library District Library Board of Trustees met on Wednesday December 6, 2017 at 4:00 p.m. The meeting was called to order by President Sue Gortner at 4:01 p.m.

Roll Call

Present: Jeff Clodfelter, Luke Feeney, Sue Gortner, Sue Lochbaum, Beth Manuel, Lynn Richardson, and Ellie Tracy.

President's Report

None.

Secretary's Report (Approval of Minutes)

The minutes of the November 2017 meeting were reviewed. A motion by Manuel, seconded by Richardson that they be approved as presented.

7 AYES: Clodfelter, Feeney, Gortner, Lochbaum, Manuel, Richardson, and Tracy.
0 NAYS, 0 ABSENT

Correspondence, Communications, Public Comment

None

Financial Report (Approval of Bills Payable)

Manuel gave the Financial Report. Lochbaum made a motion to approve the bills, seconded by Tracy. Motion carried.

7 AYES: Clodfelter, Feeney, Gortner, Lochbaum, Manuel, Richardson, and Tracy.
0 NAYS, 0 ABSENT

Librarian's Report

Circulation November was 6,731. 1,464 interlibrary loan items borrowed and 1,480 interlibrary loan items loaned. The library had 1,099 reciprocals. 386 new items were added to the collection and 459 discarded from the collection. There were 25 new patrons and an additional 42 patron renewals for the month of November. Logins to the library's PAC was 6,548.

Program attendance for the month of November was 373.

The carpet was cleaned the day after Thanksgiving.

There were 124 holiday readers earning *library dollars* to spend at the library's holiday shop on Saturday December 2, 2017.

Mr. Readmore (the snowman) is back. He is located outside of the library to greet visitors.

The library will be having a Countdown to Christmas guessing game from December 11-22, 2017. There will be one question per day with the closest guess winning a prize.

Committee Reports

Financial Committee

No report.

Personnel Committee

No report.

Policy Committee

No report.

Buildings & Grounds Committee

No report.

Unfinished Business

New Business

The 2018 Investment Policy was reviewed. A motion by Clodfelter, seconded by Feeney that the policy be adopted as presented. Policy was adopted.

7 AYES: Clodfelter, Feeney, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 0 ABSENT

Lochbaum made a motion, seconded by Manuel that the minutes of the closed sessions remain closed. Motion carried.

7 AYES: Clodfelter, Feeney, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 0 ABSENT

No further business.

Motion by Feeney, seconded by Clodfelter that the meeting be adjourned at 4:20 p.m.

The next scheduled Board of Trustees meeting will be held next Wednesday, January 3, 2018 at 4:00 p.m.

Susan M. Lochbaum
Secretary

Lisa Winters
Acting Secretary