Trustees Present:
Joe Sullivan, Chairperson
Brent Klinedinst Sr.
Amy Howard
Betty Baxter
Kathy Simmons
Barb Parker
Linda Smith

Trustees Absent:
Mike McCall
Joy Strickland

Others:
Tammy Goober (Library Manager)
Dr. Very (TRRLS)

Call to Order:
Joe, chairperson called the meeting to order at 5:04 pm [EST]. A quorum of directors was present and the meeting, having been duly convened was ready to proceed with business.

Agenda and Minutes of Meeting:
Joe made a motion to adopt the meeting agenda as submitted to include, changing the meeting time to 5:00pm, Amy seconded the motion and the motion passed unanimously.

Minutes from the meeting of September 15th, 2016 were presented. Joe made a motion to accept minutes as presented, Amy seconded the motion and minutes were unanimously accepted.

Regional Report:
Dr. Very reported that the 3D printers have been received and will be sent out soon. Federal and State Park reference books have been donated to the region. They will be rotated throughout the system. A display will be set up at the libraries. A manager had been hired and John has resigned. The payroll has been outsourced.
Financial Report:
Brent reported that the region has listed the Library Building Repair cost as $10,091.00 – it should be $5,040.00. This should be corrected on the next regional report.

Committee Reports:

Policies & Procedures Committee:
The committee had nothing new to report.

Fundraising Committee:
Betty updated the board on upcoming fundraising events:
• The final day to place calendar orders will be November 18th.
• Will have a raffle for the “Well Photograph”
• Will have a raffle for the Quilt by Christmas time
• Cake auction to be held a Christmas Tree lighting ceremony

Finance Committee:
The committee had nothing new to report.
Financial Reports: Attached to minutes

Financial report summary for August 2016 – Statement received 11-07-2016
Beginning Balance: $37,244.51
Net Increase (Decrease) $13,000.52
Ending Balance: $50,245.03

Financial report summary for September 2016 – Statement received 11-07-2016
Beginning Balance: $50,245.03
Net Increase (Decrease) $(-1,427.18)
Ending Balance: $48,817.85

Financial report summary for October 2016 – Statement received 11-09-2016
Beginning Balance: $48,817.85
Net Increase (Decrease) $429.73
Ending Balance: $49,247.58

Building and Ground Committee:
The committee had nothing to report.

Strategic Planning Committee:
The committee had nothing to report.
By-Laws Committee:
The committee had nothing to report.

Executive Committee:
The committee had nothing to report.

Personnel Committee
The committee will meet to finalize annual staff evaluation forms. Dr. Very requested to be included in the meeting.

Library Manager’s Report:
Tammy presented a detailed report on activities in October and upcoming events in November. Her report is attached to the minutes. Events included a Native American Day and puppet show of The Cat In the Hat and Pete the Cat.
The library will close early on November 23rd and remain closed on November 24th, 25th and 26th for the Thanksgiving holiday.
Tammy has agreed to serve on the Chamber Of Commerce Board.

Old Business:
None

New Business:
Tammy suggested changing the Library hours to better serve the community and more effectively utilize the Library staff. The board requested a written proposal.

Announcements:
Tammy requested funds to attend the mid-winter ALA conference in January. Her request was approved by the board, limiting the cost to $1,000.00
Kathy made the motion to approve the expense, Brent seconded the motion and the motion passed unanimously

Next Board Meeting:
Next board meeting will be at 5:30 pm (EDST) on January 12th, 2017, with committees meeting at 5:00pm (EDST).

Adjournment:
There being no further business to come before the board, Brent made a motion that we adjourn. Amy seconded the motion and it was unanimously approved at approximately 5:52pm (EDST).

Respectfully Submitted,

Barb Parker