

President James A. Hoffman called the January 27, 2016, meeting of the Library Board to order at 4:00 pm.

Present: Gerry Baecke, Sheryl Hanson, James A. Hoffman, James Jannes. Imogene Jensen, Nodie Kipp, Steve Strupp, Van Thompson, Jeannine Zmuda

Also Present: Laura Long, Library Director

Minutes: Gerry made a motion to approve the minutes of December 2, 2015, Steve seconded; motion carried.

Financial Report: Jim made a motion to approve the financial report as presented, Nodie seconded; motion carried.

Bills: Steve made a motion to approve the November, December and January bills as presented; Van seconded; motion carried.

Librarian's Report: See attached

Communications: None

Reports: Building and Grounds - The work on the gutters is complete. The Friends paid \$960 and Hampton Library District will pay \$9,000 of the bill.

Incidents - None

Foundation Fund - \$1,290 was deposited.

Old Business: Triumph Bank - The Library will pay for any asbestos removal. Clay will let Laura know if the bank is within a TIF district.

New Business: Disaster Plan - Imogene made a motion to approve the Disaster Plan, Steve seconded; motion carried.

Staff in Service on March 14th - Gerry made a motion to allow the library to close for a staff in service, Van seconded; motion carried.

RAILS grant agreement - Van made a motion to accept and sign the grant agreement, Gerry seconded; motion carried.

Job descriptions - The Personnel Committee will meet to help develop new job descriptions that will lead to a new system of evaluations.

Closed session: No

President's items: None

Other: None

Public Comment: None

Items to be place on next month's agenda: Gift Policy

Jeannine made a motion the meeting be adjourned, Steve seconded; the meeting adjourned at 5:05 pm.

Imogene Jensen, Secretary