

**President James A. Hoffman called the August 24, 2016, meeting of the East Moline Library Board to order at 4:00 pm.**

**Present:** Gerry Baecke, Sheryl Hanson, James A. Hoffman, James Jannes, Imogene Jensen, Nodie Kipp, Van Thompson

**Absent:** Jeannine Zmuda

**Also Present:** Laura Long, Library Director

**Minutes:** Gerry made a motion to approve the minutes of July 27th, Steve seconded; motion carried.

**Financial Report:** The financial report was reviewed and placed on file for audit.

**Bills:** Bills for June in the amount of \$18,291.62 were presented. Steve made a motion to pay the bills, Van seconded; motion carried.

**Librarian's Report:** See attached

**Communications:** None

**Reports:** Buildings and Grounds - Laura will contact the committee members to set a date for them to meet.

The repair of the ceiling grid in the Children's Room is complete.

The motor for the air conditioning compressor in the Children's Room has stopped working. Kale managed to reroute the power to work off the second unit in the building. As the air conditioning will be turned off shortly they suggested waiting until spring to replace the motor. We will wait and include the repairs in next year's budget.

Incidents - None

Foundation Fund - No report

**Old Business:** Triumph Bank Update - The TIF consultant continues to work on the TIF District.

City Self Insurance Fund - Allstate will only give a tentative quote unless the Library installs an alarm system. Laura gave Megan all of our information and Megan will let us know what the charge back would be to be insured under the city's plan. The board will decide as soon as we get that information.

**New Business:** Director's Job Description - The board reviewed Laura's job description.

Jim made a motion that the board should approve Laura's job description. After board discussion Jim withdrew his motion and the matter was tabled until the September board meeting.

Personnel Committee: Laura will find a date for the committee to meet to discuss raises before the Budget Committee meets. Jim suggested employee bonuses rather than raises so base salaries would not change. There was also a discussion about Christmas bonuses.

**Closed session:** No

**President's Items:** No

**Other:** No

**Public Comment:** No

**Items to be placed on next month's agenda:** Schedule Finance Committee Meeting  
Approve Director's job description  
Insurance/Self Insurance from city

**Jim made a motion to adjourn the meeting, Steve seconded. The meeting adjourned at 4:59 pm.**

**Respectfully submitted,**

**Imogene Jensen, Secretary**