

Monday, February 25, 2019

**Call to Order** – Jon Davis called the meeting of the Brimfield Public Library District Board of Trustees to order.

**Roll Call** – Jon Davis took roll call with the following members present: Pam Fabish, Holly More, Shirley Sollenberger, and Director Cheryl Harlow.

**Public Comment** – None

**Special Business** – Sound Room Policy- Holly More made a motion to approve the Sound Room Policy. Pam Fabish seconded; motion carried. Remote Attendance Policy – Pam Fabish made a motion to approve the Remote Attendance Policy. Shirley Sollenberger seconded; motion carried. Personnel Policy – Pam Fabish made a motion to approve changes to the Personnel Policy. Shirley Sollenberger seconded: motion carried. Director Harlow filled in the board on the recent changes to the Illinois Minimum Wage Law.

**Secretary's Report** – Holly More made a motion to approve the minutes from the December and January meetings. Pam Fabish seconded; motion carried.

**Treasurer's Report** – Shirley Sollenberger made a motion to approve the December Financial Report. Holly More seconded; motion carried. Pam Fabish made a motion to approve the January Financial Report. Holly More seconded; motion carried.

Shirley Sollenberger made a motion to approve the February bills. Holly More seconded; motion carried.

**Director's Report** – Cheryl Harlow presented the director's report.

Director Harlow presented the board with the proposal from Standard Heating & Cooling to fabricate and install new louver extensions for the 3 existing gable end vents. Pam Fabish made a motion to approve the proposal from Standard. Shirley Sollenberger seconded; motion carried.

**Adjournment** – Holly More made a motion to adjourn. Pam Fabish seconded; motion carried.

**Next Meeting** – Monday, March 18, 2019 at 6:30 p.m.

Respectfully Submitted,

Shirley Sollenberger