

Garrett Public Library
Board of Trustees Minutes

January 8, 2019

I. The meeting of the Garrett Public Library Board of Trustees was called to order by President Todd Miller at 6:40 p.m. . Others in attendance were Kerry Baumgartner , Amy Demske and Kimberly Steinke .

II . Secretary's Report

With a motion by Todd Miller , second by Kerry Baumgartner, and a vote taken , the minutes from December 11 , 2018 board meeting were unanimously approved.

III . Financial Report

The Register of Claims and Financial Reports were reviewed and discussed . With a Motion by Todd Miller , second by Kimberly Steinke , and a vote taken, the Register of Claims was unanimously approved .

IV. Director's Report

- A. Executive Director , Nick Stephan , shared the Garrett Public Library monthly statistics report for December and year end. Computer usage for children and adults down . Wi-Fi usage up. Areas of growth for 2018 , per circulation , child NF , adult NF and hotspot usage were all up over 2017 . Outreach Programs for both children and adult are up . Community meetings increased as well for 2018 .
- B. Nick Stephan shared the monthly staff reports . The December 14th Staff Training day, with speaker Beth , was well received by all staff . All GPL staff shared that they are busy , focused on new projects , programs and committed to the mission of the Library .
- C. President Todd Miller presented a resolution to Designate Newspapers for 2019. With a motion by Todd Miller , second by Kerry Baumgartner , and vote taken , the resolution was unanimously approved.

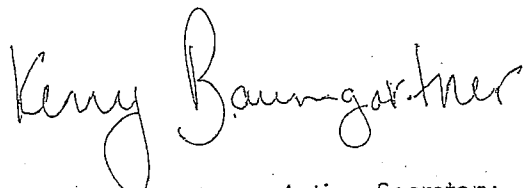
- D. President Todd Miller presented a resolution to Pay Bills with Approval . With a motion by Amy Demske , second by Kimberly Steinke , and a vote taken , the resolution was unanimously approved .
- E. President Todd Miller presented a resolution to Encumber Operating Funds. With a motion by Kerry Baumgartner , second by Amy Demske , and a vote taken , the resolution was unanimously approved .
- F. President Todd Miller presented a resolution to Modify Names on Bank Account . The removal of Ryan Myers and the addition of Kerry Baumgartner. With a motion by Todd Miller , second by Kimberly Steinke , and a vote taken ,the resolution was unanimously approved.
- G. President Todd Miller presented a resolution to Hire Seth Hensinger . With a motion by Todd Miller , second by Kimberly , and a vote taken , the resolution was unanimously approved .
- H. President Todd Miller presented a resolution to Hire Neal Hull . With a motion by Todd Miller , second by Amy Demske , and a vote taken , the resolution was unanimously approved .

V. Other Business

- A. Nick Stephan discussed the open board seat , in which we are looking at several possible candidates .

The meeting adjourned at 7:34 p.m.

The next regular board meeting will be February 12 , 2019 .



Kerry Baumgartner , Acting Secretary