

**Heermance Memorial Library  
Board of Trustees  
Minutes from July 21, 2016**

**In Attendance:** Board Members Claudine West, Mark Maraglio, Heather Roberg, Jennifer Weinstein, Tom Silvious, Eileen West, Wanda Dorpfeld, Jeff Jones; Director Linda Deubert;

**Recognize Guests and approve the agenda:** no guests; approved agenda

**Approval of the Minutes from the June meeting:** Changed minutes to reflect “approved estimate for Mark Horn”. Mark made a motion to accept the amended minutes; seconded by Jeff. All in favor.

**Correspondence: None**

**Director’s Report:** Linda reviewed the Director’s Report with the board. There were no questions about the report. Jeff made a motion to accept the report; seconded by Wanda. All in favor.

**Financial Report and approval of proposed disbursements:** Linda reviewed the financial reports. Claudine made a motion to accept the reports; seconded by Jeff. All in favor.

**Committee Reports:**

**Personnel:** met with Linda and approved personnel budget; personnel evaluation is on hold until the MHLS webinar on evaluations is viewed.

**Finance:** met with Linda and increased tax base; reduced amount of endowment to keep a reserve fund.

**Policy:** revised by-laws, code of ethics policy and conflict of interest policy

**Old Business:** Jen, Jeff and Carol are up for reelection. Jen and Carol are running again, Jeff will let the board know at the August meeting.

Staff Appreciation Day- Linda will give Jen a date and the board will make arrangements.

**New Business: None**

**Announcements:** None

**Meetings:** August meeting was rescheduled from the 18th to the 11th.

**Adjourned: 7:42 pm**