

**Mt. Zion District Library Board of Trustees  
Minutes of the December 11, 2018 Meeting**

President Stine called the meeting to order at 7:00 p.m. Members present: Austin Jesse, Michele Stine, Jim Beckhart, Sheri Jesse, and Andrea Trusner. Library Director: Maria Dent.  
Absent: Mark Rich

**Agenda:**

Motion A. Jesse to adopt the agenda. Second S. Jesse. Motion carried.

**Minutes:**

Motion A. Jesse to approve the November 20, 2018 regular meeting minutes. Second S. Jesse. Motion carried.

**Financial Report:**

Motion Trusner to approve the current bill list. Second S. Jesse. Motion carried.  
Discussion held regarding Treasurer's Report.

**Librarian's Report:**

Discussion held.

**Committee Reports:**

Buildings and Grounds: No Report.  
Finance: No Report.  
Personnel: No Report.

**Unfinished Business:**

**New Business:**

Reviewed Chapter 10 of the Trustee Facts File 3<sup>rd</sup> edition.  
Motion S. Jesse to approved the grievance procedure of the personnel policy. Second A. Jesse. Motion carried.  
Motion A. Jesse to approve the board of trustee meeting schedule for 2019. Second S. Jesse. Motion carried.  
Motion Trusner to approve the library holiday closures for 2019. Second S. Jesse. Motion carried.  
Motion A. Jesse to make a lump sum payment of \$30,000 to IMRF. Second S. Jesse Motion carried.  
Motion S. Jesse to hold a shredding event for 2019. Second Trusner. Motion carried.  
Motion Trusner to have the carpet cleaned in Spring 2019. Second A. Jesse. Motion carried.  
Motion A. Jesse to offer the open library board position from Jordan's resignation to S. White who had applied.  
Second S. Jesse. Motion carried.

**Adjournment**

Meeting adjourned at 7:56 p.m.

Respectfully submitted,  
Andrea Trusner  
Mt. Zion District Library Board Secretary