

**Genoa Public Library**  
Board of Trustee Meeting Minutes  
February 17, 2020

- I. CALL TO ORDER – Meeting was called to order at 7:00 pm by Board President Jim Hansen. Trustees present: Marilyn Belin, Steven Veeneman, and Louisa McCarthy. Trustee Absent: Jim Newhall. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Louisa. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Marilyn moved to approve the minutes from January 20, 2020. Second by Steven. Vote: Yes/4, No/0
- VI. CORRESPONDENCE
  - i. Jen shared a letter from Trustee Jim Newhall tendering his resignation from the Board. The Board accepted his resignation with regrets.
  - ii. Jen shared that we received a Commander’s Award from the DeKalb County, Illinois Toys for Tots for hosting collection boxes leading up to the holiday season.
- VII. TREASURER’S REPORT – Marilyn moved that we place \$17,409.19 on the record for audit for the month of January. Second by Louisa. A roll call vote was taken: Marilyn-yes, Steven-yes, Jim H-yes, Louisa-yes.
- VIII. OLD BUSINESS
  - i. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items.
  - ii. Jen shared that the apartment updates are complete, the apartment has been cleaned, and ready to be listed for leasing.
- IX. NEW BUSINESS
  - i. Louisa made a motion to accept the Property Management Agreement Renewal with Lisa Rossow of Century 21 New Heritage beginning on March 1, 2020 and ending 02/28/2021. Second by Steven. A roll call vote was taken: Marilyn-yes, Steven-yes, Jim H-yes, Louisa-yes.
  - ii. Steven made a motion to accept the Exclusive Right to Lease Contract with Lisa Rossow of Century 21 New Heritage to list apartment 2 in the 232 building for lease. Second by Louisa. A roll call vote was taken: Marilyn-yes, Steven-yes, Jim H-yes, Louisa-yes.
  - iii. Steven moved that we as a Board resolve to amend as required by P.A. 101-221, effective January 1, 2020, the policy attached here on sexual harassment. Second by Louisa. Vote: Yes/4, No/0
  - iv. Jen shared the HR Source Market Benchmarking and Pay Range Development Project that HR Source completed for us. Jen will follow up with HR Source regarding a few questions and will report at our March meeting.
- X. STANDING COMMITTEES
  - a. Finance – None
  - b. Technology – None
  - c. Facilities – None
  - d. Policy - None
- XI. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XII. CLOSED SESSION – None
- XIII. ADDITIONAL DISCUSSION – Jen will be taking 02/27, 03/02, 03/25, and 03/26 as vacation days.
- XIV. ADJOURNMENT – The meeting was adjourned in due form at 8:02 pm.

**Next Meeting: March 16, 2020**