

**FREEPORT PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
November 13, 2019 – 6:00 p.m.**

**I. CALL TO ORDER**

A meeting of the Freeport Public Library Board of Trustees was held in the Library's Boardroom on November 13, 2019. Vice-President Gwen Crow presided and called the meeting to order at 6:03 p.m.

Members Present:     Mary Kaufman             Kelly Chesney             Lucas Kramer  
                              Gwen Crow                 Renee Barr                 Jim Ferrar  
                              Mark Farshtchi

Members Absent:     Jennie DeVine, Rebecca Quiggle

Also present were Executive Director Ashley Huffines and Outreach Coordinator Geoff Graham.

Connie Hoffman acted as Recording Secretary.

**II. CHANGES/CORRECTIONS TO THE AGENDA**

Jim Ferrar made the motion and Mark Farshtchi seconded to make an addition to the agenda to discuss closing on New Year's Eve at 5:00 p.m.

**III. QUESTIONS/COMMENTS PUBLIC/MEDIA**

**IV. APPROVAL OF MINUTES**

- A. Regular Meeting: Kelly Chesney moved and Renee Barr seconded to approve the regular minutes of the October 9, 2019 meeting. Motion carried.

**V. FINANCIAL REPORT**

Renee Barr made the motion and Mary Kaufman seconded to accept the accompanying financial statements. Motion carried. The October snapshot budget sheet was handed out to all board members. Executive Director Huffines went through the financial statements for the sake of the two new board members.

**VI. PRESIDENT'S REPORT**

**VII. DIRECTOR'S REPORT**

Executive Director Ashley Huffines read through her written report. She told the board of a 15k HVAC repair that will need to be done in the spring.

### **VIII. MANAGEMENT REPORTS**

Outreach and Circulation Coordinator, Geoff Graham told the board of the volunteers at the library who put away all the books.

The board members had a few questions about Youth Services, Amanda Meyer's monthly report. They commented on how successful her programs have been and the rise in the amount of children she sees throughout the month.

### **IX. UNFINISHED BUSINESS**

### **X. COMMITTEE REPORTS**

### **XI. NEW BUSINESS**

- A. Surplus Sale: Executive Director Huffines went over the items listed on the sale and the procedure on how the items are sold.
- B. Final Approval of FY2020 Budget: Jim Ferrar made the motion and Mark Farshtchi seconded to accept the proposed budget contingent on city approval.
- C. Levy and Assessment of Taxes for the Fiscal Year Beginning January 1, 2020: Mark Farshtchi made the motion and Mary Kaufman seconded to use option 1 contingent on city approval.
- D. New Year's Eve Early Closure: Mary Kaufman made the motion and Kelly Chesney seconded to close on 5:00 p.m. on December 31, 2019, New Year's Eve.
- E.

### **XI. DISCUSSION**

### **XII. ADJOURNMENT**

Jim Ferrar made the motion and Kelly Chesney seconded to adjourn at 7:36 p.m.

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Submitted by Connie Hoffman