**Paris Public Library**

**Board of Trustees**

**January 8, 2018**

The regularly scheduled meeting of the Board of Trustees was called to order at 4:30 p.m. by President George Griffin. In attendance were Karen Earlywine, Cherie Lehman, Roxanne Michels, Evie Gill, Janine Brann and Librarian Teresa Pennington. Absent were Trustees, Susan Punzelt, Bruce Young and Ginny English.

**Minutes of Previous Meeting:** MOTION: Michels, second by Lehman to approve December minutes as written. Motion carried.

**Committee Reports:**

**\*Finance:** Health insurance cost was reduced due to a change in providers. Bill for roof repairs was received. The firewall computer antivirus software has been renewed for 1 year at a cost of $415.00. This protects all library computers. MOTION: Earlywine, second by Lehman to approve finance report. Motion carried.

**\*Book:** Charleston/Mattoon Newspaper was renewed at a cost of $518.00 per year. The library will continue to subscribe to the Paris, Champaign and Terre Haute papers but will drop USA Today.

**\*House:** Librarian Pennington reported that roof repairs have been made at a total cost of $2,989.00.

**Librarian’s Report**: Statistics are down due to the holidays and weather. MOTION: Gill, second by Lehman to approve statistics report. Motion carried.

Librarian Pennington submitted the 2018 per capita grant application to the state library on Dec. 20. The new laptop is set up and running. Donations were received in memory of Laura S. Dayton.

\***Friends:** Christmas at the Library was held on December 7th. There were around 100 in attendance including Santa and Mishka the husky. Children received a small gift bag and chose a Golden Book, all compliments of the Friends of the Library.

**Old Business:** Librarian Pennington presented the final draft of a Sexual Harassment Policy for the Paris Carnegie Public Library, as required by law. The new policy was reviewed by the board. MOTION: Lehman, second by Earlywine to adopt the Sexual Harassment Policy. President Griffin called for a roll call vote. Motion carried with 6 ayes, 0 nays and 2 absent. The resolution was ratified.

**New Business:** Librarian Pennington announced the resignation of Ginny English and the need for a new board member.

**Miscellaneous:**  None

Meeting adjourned at 5:08 p.m. Next meeting is Monday, February 12, 2018.

Respectfully submitted,

Evie Gill, Secy.