

**Highwood Public Library
Regular Monthly Meeting Minutes
Tuesday February 16, 2016**

Meeting was called to order at 7:05 PM

In attendance: Lucy Hospodarsky, Laurie Lenzini, Nora Loreda, Berta Chavez, Maribeth Carlini
Phone attendance: John Mitchell
Absent: Catherine Regalado,

No public comment was made

President's Report

President reported on Chamber of commerce Dinner she attended. Connected with some chamber members regarding our renovations project.

Cookbooks:

President expressed interest in having a stand at Highwood Gourmet Market for sale of cookbooks. Tracy Flavin will work on getting cookbooks in various businesses and looking into businesses to buy in bulk for client gifts.

Secretary's report:

In the absence of secretary a motion was made by Lucy Hospodarsky and seconded by Nora Loreda to approve regular meeting minutes of January 18, 2016. Motion carried.

Communication:

Past board member - Marcia Burke - expressed interest in her husband having a book signing at the library.

Treasurer's report:

Motion was made to approve the February 2016 invoices and seconded by Maribeth Carlini. Motion carried. **Follow-up on Treasurer's report:** John to check with Terry about booking check received from insurance against expense for copier after power surge.

Librarian's report:

Zinio subscription through RAILS will start March 1st. There will be 50 magazines available.

Pre-bid meeting yielded 14 contractors.

John will check price for extra carpet tiles to keep on hand.

Remodel of adult section is finished. Carpet and bookshelves that were purchased by previous board have all been used.

Director reported on webinars he attended.

Director's report can be found on HPL shared drive.

Committee Reports:

Finance Committee is in March to audit spending and figure out how to spend what's left by fiscal year end.

Renovation Committee - construction bids are underway. Seems to be good amount of interest in the project by general contractors. Bid opening meeting is March 11th at 3:30 pm.

Technology Committee will be meeting to discuss how the Edge Initiative will be incorporated into the technology plan.

Old business:

Lucy motioned to approve Highwood Historical Society using space to have 2 display cases in the library. Nora seconded. Motion carried.

Meeting adjourned at 7:56 pm

Next board meeting: March is March 21, 2016