The November 2018 meeting of the Pecatonica Public Library Board of Trustees was called to order @ 7:03 p.m. on Thursday, November 8th. Present were Librarian Bryant and Trustees Arenson, Peterson, Gulbrandsen, Smith, Determan, Dirksen. Absent: Trustee Lizer

 Minutes of last meeting and Librarian’s and Financial reports were reviewed. All approved on motion stated by Determan and seconded by Dirksen. Motion carried with 5 ayes and 0 nays.

 Call to Public: None

 Unfinished Business: None

 New Business:

1. Per-Capita Requirement – Review chapter 8, Public Services: Reference and Reader’s Advisory Services of “Serving our Public 3.0: Standards for Illinois Public Libraries 2014.”
Review the check list at the end of the chapter and report on progress.
2. Per-Capita Requirement – Review chapters 6-10 of the “Trustees Facts File Third or Fourth Edition: Placing particular emphasis on Chapter 8, “Human Resources.”
3. Per-Capita Requirement-Continuing Education-Need at least one trustee to complete and educational program on meeting the needs of patrons with challenges or disabilities. Trustee Determan will complete a webinar on meeting the needs of patrons with challenges or disabilities.
4. Review and approve Tax Levy
5. Consider changing the Board meeting dates and times. New meeting time will be the second Tuesday of each month at 10 a.m.

Motion to approve Tax Levy 2018-002 stated by Trustee Peterson and seconded by Trustee Determan. Motion carried 5 ayes and 0 nays.

All documents signed as received by President Gulbrandsen and Secretary Arenson.

Correspondence/Communication:

 a. Training for the AED for staff will be November 10th, 2018.

 b. Next meeting will be January 8th at 10 am

Adjournment:

 Motion to adjourn was made by Trustee Dirksen and Seconded by Trustee Determan at 7:40 p.m. Motion carried 5 ayes and 0 nays.