1. **Opening of Meeting**

   A. **Call to order**

      Mr. Kevin Botterbush, President, presided and called the meeting to order at 6:00 p.m.

   B. **Determination of a quorum**

      Members present:

      Mr. Kevin Botterbush                  President
      Mr. Peter Tassinari                   Vice President
      Ms. Kim Shoemaker                     Trustee
      Mrs. Mary Lou DeGrand Watson          Trustee

      Members Absent:

      Dr. Melissa Batchelor                Secretary       Excused
      Mrs. Karen McAtee                    Treasurer       Excused
      Mr. Dan St. Peters                   Trustee         Excused

      Others present:

      Ms. Bernadette Duvernay              Executive Director – THPLD
      Ms. Sue Hardin                       CFO / Asst. Dir. of HR – THPLD

   C. **Recognition of visitors to the meeting**

      Mr. Botterbush acknowledged that no visitors were in attendance.

   D. **Approval of agenda and requested changes to consent items**

      A motion was made by Mrs. Watson, seconded by Mr. Tassinari, to approve the agenda. There were no changes to the consent items.
A roll call vote was taken:

Batchelor Absent
Botterbush Yes
McAtee Absent
St. Peters Absent
Shoemaker Yes
Tassinari Yes
Watson Yes

Motion carried.

2. **Open forum**

Mr. Botterbush acknowledged that no “Request to be Heard” forms had been submitted.

3. **Approval of Consent items**

A motion was made by Mr. Tassinari, seconded by Ms. Shoemaker, to approve the consent items as follows:

A. Approval of the minutes of the regular meeting conducted on September 27, 2018;
B. Approval of the bill lists for the periods ending September 7, 2018 and September 21, 2018 payable on the same dates;
C. Approval of Financial Statements for months ending June 30, 2018 (post-audit), July 31, 2018, August 31, 2018 and September 30, 2018.

A roll call vote was taken:

Batchelor Absent
Botterbush Yes
McAtee Absent
St. Peters Absent
Shoemaker Yes
Tassinari Yes
Watson Yes

Motion carried.
4. **Committees**

   A. **Board Policy Development**
      No meeting; no report

   B. **Building & Equipment**
      No meeting; no report

   C. **Finance & Insurance**
      No meeting; no report

   D. **Personnel**
      No meeting; no report

5. **Levy Ordinance**

   A motion was made by Mrs. Watson, seconded by Mr. Tassinari, to approve the Levy Ordinance, 18-20 for Fiscal Year 2019.

   A roll call vote was taken:

   | Batchelor | Absent |
   | Botterbush | Yes |
   | McAtee | Absent |
   | St. Peters | Absent |
   | Shoemaker | Yes |
   | Tassinari | Yes |
   | Watson | Yes |

   Motion carried.

6. **Director’s Report**

   In addition to the written report previously submitted to the Board, Ms. Duvernoy reminded Trustees that the November meeting will be held on November 15 (one week earlier than usual because of the Thanksgiving holiday). She also reminded Trustees of their obligation to review chapters 6-10 of the “Trustee Facts File Third Edition” as required by the FY2019 Per Capita Grant. She also reminded Trustees of their responsibility to review a webinar (link previously provided) related to serving patrons with disabilities. An open house celebrating the acquisition of the Lovejoy printing press will be held on Sunday November 4 from 2-4 p.m. in the Genealogy and Local History library. A dedication ceremony will begin at 2:30 p.m.
7. **General Discussion**

The Board received a thank you card from the staff in appreciation of the Thanksgiving Friday holiday.

8. **Adjournment**

There being no further business, the meeting was adjourned at 6:08 p.m.

Approved by THPLD board action on **March 7, 2019**.

Melissa Batchelor, Secretary