Call to order: The meeting was called to order at 4:00 pm
Present were: Trustees, Patricia Ballard, Jack Weddle, John Armstrong, Joyce Zobrist, Mindy Coker, Annie Hicks, and Director Joel Shoemaker. Heather Booker arrived at 4:05 pm.

2. Minutes of the last regular meeting. -Armstrong moved and Weddle seconded to approve the minutes of the December meeting. Motion passed.

3. Public comments- Kim Scurlock spoke against selling land to Rivers Edge Methodist Church in Spring Bay.

4. Treasurer’s report – approval of bills and requisitions. Discussion on new pay schedule and time clock system, sometime after February. Ballard moved and Armstrong seconded to approve the bills and requisitions as presented. Motion passed.

6. Discussion and Approval of Spring Bay lots with Spring Bay Food Pantry- Motion made by Armstrong to have the 3 lots appraised. Motion seconded by Ballard. Motion passed. We will keep discussion and approval of selling Spring Bay lots with Spring Bay Food Pantry on the agenda.

7. Discussion and Approval of moving matured GSB CD funds- Goodfield State Bank is offering the highest rate at this time for a 12-month certificate, with President Hicks and Treasurer Weddle signing. Weddle made a motion to open $250,000 12-month CD at GSB, Armstrong seconded. Motion passed.

8. Discussion and Approval of District Hotspot Lending Policies-10 hotspots to be checked out by patrons and be shared among the branches. Ballard moved to approve the hotspot lending policies. Motion seconded by Booker. Motion passed.

9. Discussion and Approval of Roanoke Renovation Project (Hours)-Projected completion date extended to mid-March. Due to aforementioned unknown existing conditions there will be additional costs. At this time tabling hour change. Weddle moved to approve cost of changes totaling $13,032. Seconded by Booker. Motion passed.

10. Discussion and Approval of Job Descriptions with Pay Grades- Motion to approve pay grade assignment and market adjustments by Coker, Weddle seconded motion. Motion passed.

12. Comments to guide future agendas – Discussion on how to move forward with the building owned and used by the Metamora Park District. Washburn building is rented and contract ends in June/July. Computer project to upgrade from Windows 7. Further discussion on leaving Spring Bay on the agenda.