I. Call to Order: Linda Routsong is pro tem for Ray Scott. Linda Routsong called the meeting to order at 6:00 P.M.

II. Public Forum: No one from the public spoke at the public forum.

III. Consideration of approval of board minutes from October 8, 2019 and November 12, 2019: Don Ramsey made a motion to approve the board minutes from October 8th and November 12, 2019. Deb Blaine seconded the motion and the motion passed.

IV. Report of Librarian: Jill Dunkel gave her notice and her last day will be December 12, 2019.

V. Finances & Facilities:
   A. Consideration of payment of bills from November: Don Ramsey moved that bills in the amount of $144,342.88 be paid. Jo Drudge seconded the motion and the motion passed.
   B. Consideration of payment of bills from December: A list of checks to be voided was presented to the board. There is a 4% budget balance remaining for 2019. Deb Blaine moved that the bills in the amount of $340,803.58 be paid. Don Ramsey seconded the motion and the motion passed.
   C. Building Updates: There we no building updates to report at this time.

VI. New Business:
   A. 2020 Holiday Closing: Deb Blaine made a motion to approve the holiday closing as presented. Brandi Hicks seconded the motion and the motion passed.
   B. Patron Computer Policy: Brandi Hicks made a motion to approve the patron computer policy as presented. Don Ramsey seconded the motion and the motion passed.

VII. Unfinished Business: There was no unfinished business to discuss at this time.

VIII. Miscellaneous: Katie Mullins asked the board to participate in voting for their favorite Christmas tree decorated by staff.
IX. **Adjournment:** Don made a motion to adjourn the board meeting at 6:25 P.M. Brandi Hicks seconded the motion and the motion passed.

Submitted by Brandi Hicks.