

TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT
April 5, 1994
MINUTES OF BOARD MEETING

REGULAR MEETING called to order at 7:02 p.m. in the basement of the Library. (At 8:00 p.m. meeting continued in the main room of the library.)

ROLL CALL - present were Huck, Madison, Merz, Schaefer, Fallis (5). Absent - Cassot, Noonan (2).

OTHERS PRESENT - Brown, Gulley (Gulley arrived at 7:05 and left at 7:10), Eastman Representative Gregory P. Erthal (arrived at 7:00 and left at 9:20), Marty Collier (arrived at 7:00 and left at 9:20), and Farm & Home Representative Mike Wallace (arrived at 7:20 and left at 8:30)

MINUTES A motion was made by Madison, seconded by Huck, to approve the minutes of the 3/1/94 board meeting. Motion passed. Ayes - Huck, Madison, Merz, Schaefer, Fallis (5). Absent - Cassot, Noonan (2).

BILL LIST - (see copy)

A motion was made by Madison, seconded by Merz to: approve the bill list as is. Motion passed. Ayes - Huck, Madison, Merz, Schaefer, Fallis (5). Absent - Cassot, Noonan (2).

Board members Cassot and Noonan arrived at 7:07 p.m.

LIBRARIAN'S REPORT (see copy)

Librarian Report was postponed until the end of the meeting. Brown recommends the Ebsco Electronic Delivery service. We may receive this service at anytime. The Board felt receptive toward the Electronic Delivery but prefers to wait until the new facility is in operation. The Lewis & Clark Library System will be closed due to asbestos removal. A motion was made by Merz, seconded by Noonan, to have the Tri-Township Library open regular hours May 26 - May 28 with a skeleton staff on May 27 and May 28 (according to Brown's discretion). Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Schaefer, Fallis (7). Absent -None (0). Brown requested a light for the back corner. Madison will take care of the light.

OVERDUE REPORT - (see copy)

COMMITTEE REPORTS

Friends - Gulley reported good book sales and the Super Valu goal has been met.

Building & Grounds - A motion was made by Cassot, seconded by Noonan, to hire Lance ^{Gulley (2)} for grass cutting at the same price as last year (\$22.50 per cutting). Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Schaefer, Fallis (7). Absent - None (0).

COMMUNICATIONS - A document was presented showing loan approval from the Farm and Home.

UNFINISHED BUSINESS

1. Volunteer recognition night will take place on April 27, 1994 at 6:30 p.m. at the Methodist Church.
2. The vote on the Personnel Manual will be taken at the next regular board meeting. Policy will be rewritten concerning paid lunch hours.
3. The vote on the Policy and Procedure Manual will take place at the next regular board meeting.
4. A motion was made by Huck, seconded by Noonan, to approve the Budget Calendar for 1994-1995. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Schaefer, Fallis (7). Absent - None (0).

NEW BUSINESS

1. The Committee List will be postponed until the next regular board meeting.
2. A motion was made by Noonan, seconded by Madison, to authorize the Finance Committee to prepare the budget. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Schaefer, Fallis (7). Absent - None (0).
3. A motion was made by Noonan, seconded by Madison, to authorize Merz to be our representative for the Lewis and Clark Membership. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Schaefer, Fallis (7). Absent - None.

NEW BUILDING PLANS -- Mike Wallace went over the letter of conditions for the Farm and Loan signing. The loan has been approved for 5 3/8 percent interest and not to exceed \$500,000.00. A form was filled out to request a lower rate before closing if possible. A 10-14 day notice is necessary to received advances of monies. A Reserve Account must be built up at \$356.00 per month until it reaches \$42,650.00. This account may be used as an emergency cash fund. The Farm and Loan must approve bids and will be at bid opening if possible.

A motion was made by Cassot, seconded by Noonan, to authorize appropriate board members to execute the required documents. Motion passed. Ayes- Cassot, Huck, Madison, Merz, Noonan, Schaefer, Fallis (7). Absent - None (0). Wallace left the board meeting.

Collier reviewed changes to be made on the new facility. Huck will check on storm sewer termination point. We need land to store dirt and Collier needs to know the specific distance the dirt has to be hauled. The contractor will fence the building site. Four alternates were discussed. A motion was made by Noonan, seconded by Merz, to approve changes that have been made in the building plans as presented. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Schaefer, Fallis (7). Absent - None (0). A motion was made by Noonan, seconded by Cassot, to authorize Huck to pay for the building permit when approved with the amount not to exceed \$4,500.00. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Schaefer, Fallis (7). Absent - None (0). A motion was made by Madison, seconded by Merz, to request Mr. Eastman be present at the Zoning Board of Appeals, Saturday, April 23, 1994 at 9:00 a.m. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Schaefer, Fallis (7). Absent - None (0). A motion was made by Madison, seconded by Noonan, to authorize Huck to contact Steve Potts for tree removal and proceed with expense not to exceed \$1,200.00 Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Schaefer, Fallis (7). Absent - None (0). Erthal and Collier left the board meeting.

A motion was made by Noonan, seconded by Madison, to authorize Huck to procure necessary items that she feels are necessary at a price that seems reasonable from the Lewis and Clark surplus sale. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Schaefer, Fallis (7). Absent - None (0).

PUBLIC INPUT -- None

ANNOUNCEMENTS -- None

MEETING ADJOURNED at 9:51 p.m.


Marjorie Schaefer
Secretary