

TRI-TOWNSHIP PUBLIC LIBRARY MEETING
APRIL 2, 1996
MINUTES OF BOARD MEETING

REGULAR MEETING called to order at 7:02 p.m.

ROLL CALL - Present were Abell, Cassot, Huck, Madison, Murray, Merz - (6). Absent - Noonan - (1).

OTHERS PRESENT - Lenhoff, Van Hoose..

MINUTES - A motion was made by Huck, seconded by Abell, to approve the minutes of the 4/2/96 board meeting, as revised to show that only one thermostat was moved. Motion passed. Ayes - Abell, Cassot, Huck, Madison, Murray, Merz - (6). Absent - Noonan (1).

BILL LIST - (See copy).

A motion was made by Cassot, seconded by Murray, to approve the bill list as presented. Motion passed. Ayes - Abell, Cassot, Huck, Madison, Murray, Merz - (6). Absent - Noonan (1).

Noonan arrived at 7:12 p.m.

LIBRARIAN'S REPORT - (See copy).

Walker arrived at 7:20 p.m. and presented her report. The maintenance agreement for the copier will cost \$456.00 a year and covers everything on the machine, including drum. A motion was made by Noonan, seconded by Abell, to purchase the maintenance agreement with Mirex for \$456.00 annually. Motion passed. Ayes - Abell, Cassot, Huck, Madison, Murray, Noonan, Merz - (7).

OVERDUE REPORT - (See copy).

COMMITTEE REPORTS

1. Friends - Completion of lower level
 - a. Water heating system for programming area - installed.
 - b. Mirror and lights for basement rest rooms - Mirrors and lights installed. Brackets for soap dispensers have also been installed.
 - c. Table and chairs report - Will arrive on Friday or Monday. Drop leaf table for kitchen is pending. Sink for programming area has been installed. Needs to be connected to plumbing.

2. Historical/Genealogy - Huck has been trying to obtain a donated computer for use in the room, but has not been successful yet. She wanted the computer operational by June 20, 1996. Huck wanted the old style drive to handle the hard plastic CD protective case. She will check on obtaining this type of equipment as well as use of CD's from Mormons which are being made available to libraries.

2. TIF Report - Murray reported that no advisory committee meetings have been called.

COMMUNICATIONS

1. Letter from K&S to France Mechanical & Ittner.

LCLS REPORT - Merz reported on meeting at Lewis & Clark. Board members from the Waterloo Library were impressed with our building and would like to meet our Board members since both libraries had the same contractor for their building construction. There will be a meeting on April 16 with Metropolitan Library Group on sharing program with Missouri libraries. Merz volunteered to provide homemade chocolate candies from Tri-Township Library, to be made by Merz and J. Little. Tags to be made by Cassot..

Agenda delayed at 7:40 p.m. to watch demonstration by karate group.

UNFINISHED BUSINESS

1. Donor plaque - A motion was made by Noonan, seconded by Abell, to approve in-kind donation list as submitted, with the addition of the flag pole and the Fourth of July Committee; Doug Little changed to Vern Little. Motion passed. Ayes - Abell, Cassot, Huck, Madison, Murray, Noonan, Merz - (7). A motion was made by Noonan, seconded by Abell, to add V. Armes to the list for donation of privacy fence. Motion passed. Ayes - Abell, Cassot, Huck, Madison, Murray, Noonan, Merz - (7).

2. Framing of artwork - Frame is on order from A&R Crafts for artwork damaged at open house at a cost of approximately \$20.00. F. Madison will frame picture and then glass will be ordered.

3. Window grids - On hold.

4. Concrete pads for book return & dumpster - We still need volunteer help for project.

5. Rental House

a. Tree bid. Bid from Steve Potts to top the maple tree and haul it away at a cost of \$65.00 an hour with a maximum cost of \$422.50. If tree has to be completely removed, it would be \$260.00 more. A motion was made by Abell, seconded by Noonan, to check with Illinois Power to trim or remove tree and, if they are not interested, to authorize expenditure of money to hire Steve Potts to trim or remove tree

b. Fencing. T. Solberg wants to extend fencing (requires use of left-over fencing;) may require additional 4x4's. Board agrees that whatever fencing Solberg needs to complete his project will be approved..

c. Guttering. Check with T. Solberg if he is willing to clean guttering.

d. Ceiling fan - To be purchased if price is minimal.

e. Plasterboard - Board agrees to use leftover plasterboard for rental house basement.

6. Policy manual - Reviewed; changes discussed. Cassot to provide updated information on rental policy at next meeting.
7. Annual appreciation dinner. Plans reviewed. Cassot to decide on specific arrangements..
8. Surplus property - privacy fencing. A variance has been granted from the City of Troy. The City will not require a privacy fence between adjoining properties.
- 9 Personnel Manual Review - Walker. Tabled.
- 10 AT&T wiring charge - Motion made by Noonan, seconded by Cassot, to pay \$276.00 to AT&T. Motion passed. Ayes - Abell, Cassot, Murray, Noonan, Merz - (5). Nays - Huck, Madison - (2). Madison recommended that the building plans be checked to verify the number of runs to be installed before making payment.

NEW BUSINESS

1. Annual Five-Year Review. Committee: Cassot, Merz, Walker. Walker to obtain information from ILA on state requirements.
2. Budget Calendar - Motion made by Cassot, seconded by Noonan, to approve the budget calendar contingent upon Eastman's approval.
3. Authorize Finance Committee to prepare tentative budget. Meeting will be held on Tuesday, April 9, 1996, at 1:00 p.m. to work on ordinances. Committee to consist of Madison, Walker, Merz, Abell, and Huck with Van Hoose attending.
4. Local telephone carrier. - Tabled for further research and bids.
5. Sign installation - F. Madison has volunteered to place skateboarding sign on pole below handicapped sign.
6. Room rental - karate class - Motion made by Noonan, seconded by Abell, that the Library Director be authorized to engage in a lease agreement with the Midwest Karate Academy based upon the terms of his contract for a period of ninety (90) days which includes providing proof of insurance. Motion passed. Ayes - Abell, Cassot, Huck, Madison, Murray, Noonan, Merz - (7).
7. Set committees. Members of committees selected.
8. Library sign - Discussion of need to paint and mount current Library name sign until money available for permanent sign. Noonan recommended that the three signs leaning on front of building be moved to the rear as they are becoming an eyesore.

CLOSED SESSION - A motion was made by Cassot, seconded by Murray, to enter into closed session to discuss the employment or dismissal of an employee with Walker to be in attendance.. Motion passed. Ayes - Abell, Cassot, Huck, Madison, Murray, Noonan, Merz - (7).

CLOSED SESSION BEGAN at 10:22 p.m.

CLOSED SESSION ENDED at 10:30 p.m.

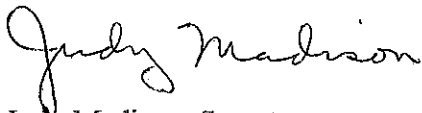
RETURN TO OPEN SESSION at 10:31 p.m.

A motion was made by Cassot, seconded by Murray, to approve a \$.25 per hour raise for C. Baglin and K. O'Keeffe to be retained. Motion passed. Ayes - Abell, Cassot, Huck, Madison, Murray, Noonan, Merz - (7).

PUBLIC INPUT - None

ANNOUNCEMENTS - None.

MEETING ADJOURNED at 10:32 p.m.



Judy Madison, Secretary