

TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT  
AUGUST 1, 1995  
MINUTES OF BOARD MEETING

REGULAR MEETING called to order at 7:04 p.m. in the basement meeting room.

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

OTHERS PRESENT - Gulley, Van Hoose, Walker.

MINUTES - A motion was made by Noonan, seconded by Merz, to approve the minutes of the 7/11/95 board meeting as revised (to show that Cassot was absent). Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Fallis - (6). Absent - Murray (1).

Motion made by Merz, seconded by Noonan, to approve the minutes of the 7/22/95 to show that the figure for fencing for rear line and around air conditioners should be \$2560.00. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Fallis - (6). Absent - Murray (1).

BILL LIST - (see copy).

Motion made by Noonan, seconded by Cassot, to approve the bill list. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Fallis - (6). Absent - Murray (1).

1. Almquist has not released K&S bill for payment.
2. Audit is now in process.

LIBRARIAN'S REPORT - (see copy).

Motion by Huck, seconded by Noonan, to give Sumner a raise of \$.25 an hour effective 8/1/95. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Fallis - (6). Absent - Murray (1).

Motion made by Noonan, seconded by Huck, that we do not consider filling the position of Technical Services Clerk for six months. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Noonan, Fallis - (6). Absent - Murray (1).

OVERDUE REPORT - (see copy).

COMMITTEE REPORTS

1. Friends. Gulley reported that first book sale in new building will be held as scheduled. The Friends made \$481.00 on quilt raffle. Octoberfest will be on October 21, 1995.

Gulley left at 7:40 p.m.

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2. Completion of lower level. Kitchen cabinets still on order. Prices have been obtained for floor and ceiling tile. Lions deciding tonight what work they will donate.

Murray arrived at 8:10 p.m.

3. Finance committee.

a. Discussion concerning revision of budget to make it more accurate. Motion made by Cassot, seconded by Noonan, to accept revisions to the tentative budget. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Murray, Noonan, Fallis (7).

b. Appropriations Ordinances covered during discussion of tentative budget.

c. Building fund ordinance. Madison reported that new changes to Illinois Statute required that the Resolution normally passed at this time be included in the building fund ordinance. Eastman has provided accurate wording for the revisions to the Ordinance. Motion made by Cassot, seconded by Noonan, to pass Ordinance No. 95/96-5. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Murray, Noonan, Fallis (7).

COMMUNICATIONS

1. Letter from France Mechanical listing prices for periodic maintenance. Need additional prices.

2. Letter from Fallis, resigning position on Board effective midnight, August 2, 1995. Motion made by Madison, seconded by Huck, to accept DR. Fallis's resignation, with regret. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Murray, Noonan, Fallis (7).

LCLS REPORT - Margaret Collins, representative from the State who attends Lewis & Clark meetings, will come to the Library on August 15, at 5 P.M. She has negotiated a merger to form a new Cahokia Library District that will include Cahokia, Centerville and portions of Alorton with a branch library in Centerville.

UNFINISHED BUSINESS

1. Janitor job description tabled until next board meeting.

2. Policy & Procedure Manual.

a. Library Director to develop a policy to present to the board for use of lower level rooms.

b. Library Director to develop a policy for acceptance of donations for exhibits.

c. Library Director to make recommendation on acceptance of sexual harassment policy.

d. "Black list" policy. Library Director to make recommendations on policy.

3. Silent auction report/receipts. Little paid \$35.00 for desk, light, banisters. Others will be contacted for payment.

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4. Secretary's audit. Audit conducted; corrections made, signed, and submitted.

5. Artwork donations. Motion made by Noonan, seconded by Cassot, to authorize expenditure to replace glass in donated picture damaged during opening. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Murray, Noonan, Fallis (7). Donation of filet crochet spelling Library's name will be taken to Art Loft in Collinsville for prices on framing. Donations consist of pastel from Joanne Smith, tapestry and 3 pictures from Bud & Louise Webb, the picture of the old building from Rose & Tom Solberg. Crocheted piece donated by Doris Purcell. Director to decide where artwork should be located.

6. Electrical outlets for lobby. Motion made by Noonan, seconded by Merz, to approve installation of two electrical outlets for lobby; cost not to exceed \$150.00. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Murray, Noonan, Fallis (7).

#### NEW BUSINESS

1. Review by-laws. Madison to pass out copies to trustees for consideration in September.

2. Building fund resolution. See Finance Committee report.

3. Update mailing list. Motion made by Cassot, seconded by Noonan, to fund updating the mailing list. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Murray, Noonan, Fallis (7).

4. "In-kind" donations policy. Tabled.

5. Taxidermist donation. A committee of Walker, Fallis, and Noonan (other board members, if available) will view items offered for loan to library. Motion made by Murray, seconded by Merz, to empower the committee to accept or reject donation of items.

6. Fund-raisers. Suggestions included a jug to be placed in library for donations; Breakfast with Santa in conjunction with Chamber of Commerce; Halloween Party.

7. PAC terminal. Research prices and feasibility of converting 286 into PAC.

8. TIF report. Motion made by Madison that Huck remain representative to TIF, no second. Motion failed. Noonan nominated Murray to be TIF representative. Fallis called for additional nominations. None were made. Murray accepted nomination. Ayes - Cassot, Huck, Madison, Merz, Noonan, Fallis (6). Abstain - Murray (1).

9. Mail box book return. Motion made by Cassot, seconded by Madison, to sell book return to the Police Department for \$25.00. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Murray, Noonan, Fallis. (7).

#### NEW BUILDING UPDATE

1. Meeting set up on Wednesday, August 2, 1995, at 1 P.M. to be attended by Eastman, Almquist, and available board members to determine course of action to deal with problem with K&S not finishing building projects.

a. To be discussed at meeting.

b. To be discussed at meeting.

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c. To be discussed at meeting.  
d. Check on figures with Christ and townships on pouring solid barriers and painting.

2. Sign for outside of building. Tabled.
3. Donor board status - More names to be added to board.
4. Privacy fence for rear line and around air conditioners. Tabled.

PUBLIC INPUT - None

ANNOUNCEMENTS - None

MEETING ADJOURNED at 9:45 p.m.



Judy Madison, Secretary