

TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT
APRIL 1, 1997
MINUTES OF BOARD MEETING

REGULAR MEETING called to order at 7:03 p.m.

ROLL CALL - Present were Clark, Huck, Madison, Noonan, Merz - (5). Absent - Abell, Murray (2).

OTHERS PRESENT - R. Goehlich, Walker, Van Hoose.

A motion was made by Noonan, seconded by Huck, to approve the minutes of the 3/4/97 board meeting. Motion passed. Ayes - Clark, Huck, Madison, Noonan, Merz - (5). Absent - Abell, Murray - (2).

BILL LIST - (See copy).

Abell arrived at 7:05 p.m.

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

1. Report of donations received. (See report).

\$15.00 received from McLain for Building Fund
\$25.00 received from Kimberlin for Building Fund

LIBRARIAN'S REPORT AND REQUEST - (See copy).

1. Voter Registration location - Waiting for reply from D. Saltich's office to schedule training.
2. Number Counter - To be purchased by Walker.
3. Vertical blinds - Walker reported on prices obtained from Home Depot. Motion by Madison, seconded by Clark, to order vertical blinds for first office at a cost of \$179.00. Motion passed. Ayes - Abell, Clark, Huck, Madison, Noonan, Merz - (6). Absent - Murray (1).
4. Ceiling fans - Walker reported on bid from Triangle Electric to install wiring and five fans with five reversible blades at a cost of \$2,382.00. Description of fans: Antique brass with wooden blades, covered by a one-year warranty. (See copy). Motion made by Noonan, seconded by Clark, to accept bid. Motion passed. Ayes - Abell, Clark, Huck, Madison, Noonan, Merz - (6). Absent - Murray (1).
5. Status of Collection agency - J. Evans has been checking through Attorney General's office. Since offices are out-of-state, there is little hope of retrieving our initial outlay.

OVERDUE REPORT - (See Copy)

COMMITTEE REPORTS

1. Friends - Work is ongoing. Gulley's surgery is planned for next week. Madison will assist with Saturday's book sale. \$500.00 should be amount coming from Super Valu for cash register receipts. F. Madison completed installation of drop table in kitchen.

COMMUNICATIONS

1. St. Louis Community Foundation - Denied request for funds for Genealogy Room.
2. M.A.P. - Card indicating new location for their facility.
3. R. Stephens - Golf invitational.
4. LCLS election ballot for Board of Directors - Motion made by Madison, seconded by Clark, to approve signing of ballot. Motion passed. Ayes - Abell, Clark, Huck, Madison, Noonan, Merz - (6). Absent - Murray (1).
5. Chamber of Commerce newsletter.
6. George Ryan - Walker has been accepted to attend a week-long seminar at Western Illinois University, June 1-6, 1997, at no cost to the library.
7. Libra Foundation Grant - Walker has submitted a grant application for the purchase of children's literature. Matching funds will be needed. Friends will consider matching the funds if grant is approved. Other suggestions are also under consideration.

LCLS REPORT - Merz passed out questionnaires for the trustees.

UNFINISHED BUSINESS

1. Concrete pads for book return & dumpster - Goehlich hopes to submit plans and have completed by the end of April. Madison asked if Boy Scouts could assist with mounting flag pole plaque. Goehlich agreed that it could probably be worked in with project.
2. Rental House
 - b. Rent. Only first day of month, still due.
3. Historical/Genealogy room development - Huck
 - a. 486 Computer w/CD Rom - on hold. Will keep checking prices. Board made suggestions regarding computer specifications.
 - c. St. Louis Community Foundation report. Denied. See "Communications."
4. In-kind donor board. Installation is completed. Looks very nice.
5. Policy & Procedure manual - Committee report. (See copy). Walker provided the report. There were four items for board attention. Changes were made to the Genealogy/Historical Room Policy. Motion was made by Noonan, seconded by Madison, to approve the revised Genealogy/Historical Room Policy. Motion passed. Ayes - Abell, Clark, Huck, Madison, Noonan, Merz - (6). Absent - Murray (1). The other three items were delegated to the Library Director.
6. Volunteer Appreciation Dinner - Menu set; entertainment secured; invitations sent will need final count.
7. Review Serving Our Public: Standard for Illinois Public Libraries (Avenues to Excellence) - report. Walker reported that Library is meeting standard. Committee discovered several items that could be added to the Five-Year-Plan.

NEW BUSINESS

1. Annual Review of Personnel Manual. Walker will review.
2. Annual Review of Five-Year-Plan - Walker, Merz, and Abell will set up meeting date.
3. Set meeting to canvass votes - Meeting will be on Thursday, April 3, 1997, at 3 P.M.
4. IMRF for employees - Waiting more information from IMRF and opinion of employees.
5. Meeting room ad - It was agreed that Huck would run the ad twice a month for a total of four times.
6. Handout for District Wide Card. Huck will work up an example to present to Board.

PUBLIC INPUT - Van Hoose was authorized to give B. Noonan notes of meeting.

ANNOUNCEMENTS - None

MEETING ADJOURNED at 8:50 p.m.


Judy Madison, Secretary