

TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT
MARCH 4, 1997
MINUTES OF BOARD MEETING

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

ROLL CALL - Present were Abell, Clark, Huck, Madison, Murray, Noonan, Merz - (7).
Absent - (0).

OTHERS PRESENT - Walker, B. Noonan, Van Hoose, J. Little, J. Upton.

A motion was made by Abell, seconded by Noonan, to approve the minutes of the 2/4/97 board meeting. Motion passed. Ayes - Abell, Clark, Huck, Madison, Murray, Noonan, Merz - (7). Absent - (0).

BILL LIST - (See copy).

A motion was made by Noonan, seconded by Abell, to approve the bill list as presented. Motion passed. Ayes - Abell, Clark, Huck, Madison, Murray, Noonan, Merz - (7).
Absent - (0).

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

\$500.00 received from D. Jackson - Southwestern Bell matching funds.

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

1. Employee review - Closed session.
2. Number Counter - Motion made by Noonan, seconded by Abell, to purchase counter at a cost not to exceed \$100.00. Motion passed. Ayes - Abell, Clark, Huck, Madison, Murray, Noonan, Merz - (7). Absent - (0).
3. Vertical blinds - Walker will obtain prices and bring to Board.
4. Ceiling fans - Walker to obtain two bids for consideration - one bid to include the total job and the other bid to include the basic wiring costs.
5. Voter Registration location - Motion made by Abell, seconded by Madison, to register voters at the library and to allow the library to be a polling place, if it should be needed in the future.
6. Status of Collection Agency - J. Evans says company has a creditable reputation, but he is checking on current address and phone number.

OVERDUE REPORT - (See Copy)

COMMITTEE REPORTS

1. Friends - Purchased two (2) microwave ovens for kitchen. Question whether their next purchase should be speakers and microphone. Madison will check with Goehlich about speakers for "Meet the Candidates Night."

COMMUNICATIONS

1. Saltich - election material. Proofreading and approval of annexation question as it will appear on ballot.
2. State Department of Labor - Madison will respond to questionnaire on prevailing wage rate.

LCLS REPORT - Merz made report. She has accepted position as Lewis & Clark Board Member for an additional two year period.

UNFINISHED BUSINESS

1. Concrete pads for book return & dumpster - Goehlich hopes to submit plans and have completed by the end of March.
2. Rental House
 - a. Tree trim/removal - report. Tree has been trimmed.
 - b. Rent. Up-to-date.
3. Historical/Genealogy room development - Huck
 - a. Microfilm Reader/Printer- report. Conversion has been completed and machine is operational.
 - b. 486 Computer w/CD Rom - on hold. Noonan suggested Huck check with AA in Marine - 644-5495, for used computer.
 - c. St. Louis Community Foundation report. On hold.
 - d. Set up Genealogy Foundation. First meeting was held with 10 people attending. J. Little and J. Upton present to discuss goals of the group. Officers were elected : Little - President ; Huck - Treasurer; Mathis - Secretary. Requested a written policy to establish guidelines. Request referred to policy committee. Motion made by Noonan, seconded by Murray, to authorize and welcome the Troy Genealogical Foundation to meet on the first Wednesday of each month. Motion passed. Ayes - Abell, Clark, Huck, Madison, Murray, Noonan, Merz - (7). Absent - (0).
4. Sign lettering for building - report. Lettering has been installed. Looks very nice!
5. Illinois flag. Waiting for clips from Elaine. Lights which are out will be replaced.
6. In-kind donor board. F. Madison and D. Baglin will install in-kind board before next board meeting. Motion made by Noonan, seconded by Abell, to approve an amount not to exceed \$300.00 for purchase of donor plaques for 1996. Motion passed. Ayes - Abell, Clark, Huck, Murray, Noonan, Merz - (5). Nays - Madison (1). Absent - (0).
7. PR letter (new & current areas) - April expansion vote. Agreed to draft with changes noted. Printing and folding to be done commercially.
8. Review Policy & Procedure Manual - committee report - Committee meeting set for 9:00 a.m. - Thursday, March 6, 1997.
9. Volunteer Appreciation Dinner - Murray made report. Sandy's was chosen as caterer because of best price. Planning in progress.
10. Meet the Candidates Night - report. Since there is no longer a Women's Democratic League, the Library will sponsor. It will be held on March 11, 1997, at 7:00 p.m.

NEW BUSINESS

1. Review Serving Our Public: Standard for Illinois Public Libraries (Avenues to Excellence) - Committee of Merz, Madison, and Walker will meet at 2 p.m. on Wednesday, March 12, 1997.
2. Bicycle Rack - Walker will check with Mr. Moore of Triad High School Tech/Ed Department about construction of rack.
3. Clearing of flower beds and parking lots - On hold.

Motion made by Madison, seconded by Noonan, to enter into closed session to discuss the continuing employment or dismissal of employee with Walker in attendance. Motion passed. Ayes - Abell, Clark, Huck, Madison, Murray, Noonan, Merz - (7). Absent - (0).

CLOSED SESSION BEGAN AT 8:50 P.M.

CLOSED SESSION ENDED AT 9:04 P.M.

RETURN TO OPEN SESSION AT 9:04 P.M.

A motion was made by Abell, seconded by Noonan, to recommend that story hour should be limited to an enrollment of fifteen (15) and that J. Little receive a raise of \$.25 an hour effective March 1, 1997. Motion passed. Ayes - Abell, Clark, Huck, Madison, Murray, Noonan, Merz - (7). Absent - (0).

PUBLIC INPUT - None

ANNOUNCEMENTS - None

MEETING ADJOURNED at 9:06 p.m.



Judy Madison, Secretary