

TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT
June 5, 2001
MINUTES OF BOARD MEETING

REGULAR MEETING: Called to order by President Dothager at 7:03 P.M.

ROLL CALL:

Present: Abell, Dothager, Hampsten, Huck, Merz, & Little (6); absent one (1) not replaced yet.

MINUTES: A motion to accept the minutes as corrected was made by Hampsten, and seconded by Merz. ROLL CALL: Present: Abell, Dothager, Hampsten, Huck, Merz, & Little (6); absent one (1)

Hampsten requested that the Board recognize Dawn Muchille of the Chamber of Commerce. Hampsten said that he first met Muchille at the newspaper office and had requested that she try to help our community with her expertise. Muchille credentials show that she has had many years in the customer service field and she has offered the board her services in trying to bridge the gap between the Board and the employees. Muchille stated that she had come into the Library on four occasions to "secret shop" (basically see how she was treated as a patron and gave the Library a 6 out of 10. Muchille has offered to spend two nights interacting with the Board and Employees and then have two follow up visits in 5 to 6 weeks. Muchille stated that the Board and Employees needed a greater respect for each other and that the community was suffering because of the rift. Muchille stated that the Board should set policy, which the Director must enforce on a day-to-day basis. The Director is bound by the policy set by the Board and does not have the discretion to either overlook or enforce that policy as she sees fit. The repercussions for infractions of that policy should be the same for everyone. As Muchille stated that everyone is "either on board or overboard". The staff should be paid for attending the meeting given by Muchille but the program is mandatory for Staff and Board.

TREASURER'S REPORT: See reports

LIBRARIANS REPORT:

1. Circulation for May 2001 is not available. Circulation figures for April 2001 was 8, 318 compared to 6, 080 for April 2000. This is an increase of 2,238 items.
2. Patron cards processed for the month 56 estimate (33 new; 19 replacement; 4 district wide cards.
3. Items processed for the month total 250 estimate (including videos, audio's and magazines) (165 books and 85 magazines)

Walker will be on vacation June 11-18.

Jim Stuller was given his 6-month review employment status changed from temporary to permanent. No raise was given at this time due to funding.

There were 50-n children attending programming for the month of May. Summer Reading program is schedules to start June 14th. It is starting later because school is getting out later this year. We have several exciting programs scheduled for the summer.

OVERDUES:

Walker sent out 4 reminder post cards. Three patrons have returned their books.

COMMITTEE REPORTS:

FRIENDS: The Friends are still quilting. Joyce Hill is now in charge of the book sales and Merz stated that the price some of the books have been raised slightly. She also noted that the book sale items have been arranged differently.

25th. ANNIVERSARY PARTY: The Anniversary Party will be held from 2 P.M. to 4 P.M. on June 9, 2001. Board members should bring cookies as refreshments. Dothager stated that Mark Busky would provide music for the affair. Little will bring ingredients for punch. Little & Dothager are making a collage from pictures Little had taken while the Library is being built. Board members are being asked to arrive at 1 P.M. to help set up the tables etc. The Historical/Genealogy Societies will also co-ordinate their Open House to run at the same time as the 25th Anniversary Party and will staff the room with their members.

COMMUNICATIONS:

Dothager contacted Mr. Eastman (library's attorney) to inquire about several things including how to go about appointing a new Board member. While they spoke Mr. Eastman said that Mr. Bress' legacy is still in contention. The Library will not pay for a DNA test for the (son).

Mr. Jay Hoffman replied that he could not be at our 25th Anniversary Party due to prior commitments by him.

Reba Mathis sent a letter asking why some things have not yet been carried out as the Board had requested, and wanted to know when they would be done.

The board decided to purchase a Board Evaluation Kit.

OLD BUSINESS:

1. Personnel Manual Report: See report

2. Consideration of hiring a secretary to do minutes for the Board Secretary.

NEW BUSINESS:

1. Resolution to use safety deposit box. It was decided that the President and the Director should have keys to the safety deposit box. Huck made a motion to appoint the above people authority to have a key to the safety deposit box, and Merz seconded the motion. ROLL CALL: Abell, Dothager, Hampsten, Huck, Merz, & Little (6); Absent one (1)
2. After some discussion a motion was made to retain Myron Thompson the Libraries Auditor again. A motion was made by ??? to retain Myron Thompson and seconded by ??? ROLL CALL: Abell, Dothager, Hampsten, Huck, Merz, & Little (6); Absent one (1)
3. After some discussion a budget committee was formed. A motion was made by ??? and seconded by ??? that the Budget Committee should consist of the Dothager, Huck, and Walker. ROLL CALL Abell, Dothager, Hampsten, Huck, Merz, & Little (6); Absent one (1)
4. It was decided to send an Annexation letter to eligible tax payers asking if they would like to be incorporated into the Library District. The letters should be sent 1st. class mail. Judy Madison, secretary to John Abell has agreed to send letters.
5. Huck stated that Rebecca Sumner will have to be placed on IMRF if she keeps working at the pace she is working. Walker to inquire of Sumner if that is her wishes.
6. A motion was made by Little and seconded by Merz, to schedule the July meeting of the Tri-Township Public Library Board on July 10, 2001 because of the Holiday. ROLL CALL Abell, Dothager, Hampsten, Huck, Merz, & Little (6); Absent one (1)
7. The Historical Society donated a new coffee to the Library.
8. There were four candidates for the open Trustee position. It was decided to have a special meeting to interview each candidate. The meeting will be held on June 19, 2001 at 7: P.M.

Meeting was adjourned at 9:17 P.M.