

TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT
May 1, 2001
MINUTES OF BOARD MEETING

REGULAR MEETING: called to order at 7:05 P.M., Dothager presiding.

ROLL CALL: Dothager, Hampsten, Huck, Little, Merz; Present 5 (five) absent Abell & Harley two (2).

READING OF THE MINUTES:

Dothager made a motion to accept the minutes as corrected which was seconded by Huck. ROLL CALL: Dothager, Hampsten, Huck, Little, Merz; Present 5 (five) absent Abell & Harley two (2).

TREASURERS REPORT:

See copies. We will have to add a bill from the insurance to the bill list. Huck said that we have transferred probably \$15, 000 to \$20, 000 before the end of the fiscal year. Merz asked about the gas mileage. Hampsten made a motion to accept the bill list, and it was seconded by Little. ROLL CALL: Dothager, Hampsten, Huck, Little, Merz; Ayes five (5); Nays none (0), and Absent, Abell & Harley two, (2).

We received no donations or tax money. Huck gave us a copy of the Levy Valuation and Rate information.

LIBRARIANS REPORT:

We processed an estimated 64 new cards. There were 78 children in programs in April. There was a class tour of 40 children. An estimate of 325 books and magazines were put into the computer.

Over dues:

Reminder post cards were sent to four (4) patrons this month. There was a letter sent to M. Davis which reminded him that he owed \$21.98 for overdue material. The letter was returned unclaimed.

We will be switching our Internet network from Lewis and Clark to ICN Network (Illinois Century Network). By applying before June 30 we will receive over \$3,000 worth of equipment free, (routers etc). We will be going from a 56 K line to a T1 line. Our monthly rate will be 164.55. We will now qualify for the E-rate refund which begins in October.

Walker informed the board that Brad Maggio has left the employment of the library effective April 30, 2001.

COMMITTEE REPORTS:

FRIENDS: Merz reported that the Friends are still quilting and having two book sales a month. Nita Gulley has resigned as president of the Friends and is moving out of state. Joyce Hill will now be in charge of the book sales.

OLD BUSINESS:

ANNEXATION: We will table the annexation until next meeting.

TRIVIA NIGHT: It was decided to try Trivia Night again with more lead time to get the word out about having it. We decided to have it on September 8th at 7 P.M., and will get started a lot earlier to advertise. We will also ask for donations for attendance prizes.

LIBRARIES 25th ANNIVERSARY PARTY: The social gathering of present and former members of the Library, employees, political figures and friends will be asked to attend the festivities of the libraries 25th anniversary. It will be held June 9th from 2 P.M. to 4 P.M. Dothager will try to contact Mr. Rosier to see if we can get the Band. Little and Dothager will get the drinks for the party and Huck will get the cake and cookies.

APPRECIATION DINNER: There were 20 people who attended out appreciation dinner. Our meal was \$5.25 per head which was catered by ?? of Highland. Diane Diets a local vocalist entertained the group with many popular songs.

PERSONNEL POLICY: The personnel policy committee is still working on the changes to the personnel manual. Hampsten made the motion that all employees follow the present personnel manual to the letter. Any verbal variances by anyone are to be disregarded.

Each employee will receive his or her copy of the manual and is advised to read it carefully, and they will be asked to sign a statement stating that they have read the manual. Little to make copies for each employee and one for the director.

COMMUNICATIONS: Cathy Harley submitted her resignation from the board due to health concerns. Hampsten made a motion to accept Harleys resignation and it was seconded by Little. **ROLL CALL:** Dothager, Hampsten, Huck, Little, Merz; Present 5 (five) absent Abell & Harley two (2).

Reba Mathis requested that the library move some of the books that are now on the front shelf of the Historical/Genealogy room to accommodate their reference books. The books will not be allowed to be removed from the Historical/Genealogy room but these two groups feel strongly that they should be available as reference material to the public. Mathis would also like to hang various pictures of old Troy and a bulletin board on the walls. Hampsten made a motion to allow the two groups to hang pictures and a bulletin board on the walls. The groups also may shelves in question as soon as Walker makes

them available. The motion was seconded by Huck. ROLL CALL: Dothager, Hampsten, Huck, Little, Merz; Present 5 (five) absent Abell & Harley two (2).

NEW BUSINESS:

Board Members Huck and Merz were sworn in by Little. Little had been sworn in earlier in the day by Mary Chasteen the City Clerk.

Officers were chosen. A motion was made by ?? and seconded by ?? to elect Dothager as President. ROLL CALL: Dothager, Hampsten, Huck, Little, Merz; Present 5 (five) absent Abell & Harley two (2).

A motion was made by Merz seconded by Little to elect Hampsten as Vice President. ROLL CALL: Dothager, Hampsten, Huck, Little, Merz; Present 5 (five) absent Abell & Harley two (2).

A motion was made by Little and seconded by Hampsten to elect Huck as Treasurer. ROLL CALL: Dothager, Hampsten, Huck, Little, Merz; Present 5 (five) absent Abell & Harley two (2).

Little has agreed to stay as Secretary if the board hires a stenographer to take the minutes.

A motion was made by Hampsten and seconded by Dothager to advertise that we are taking applications for a stenographer. ROLL CALL: Dothager, Hampsten, Huck, Little, Merz; Present 5 (five) absent Abell & Harley two (2).

Andy Augustine has submitted a bid for the insurance, which was higher than we presently pay at State Farm. A motion was made by Huck and seconded by Hampsten to continue using State Farm as our insurance carrier. ROLL CALL: Dothager, Hampsten, Huck, Little, Merz; Present 5 (five) absent Abell & Harley two (2).

ANNOUNCEMENTS:

Hampsten said there would be a party for Emma, his daughter, on May 20th.