

TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT
10-3-2000
MINUTES OF BOARD MEETING

REGULAR MEETING: Called to order by President Harley at 7:02 P.M.

ROLL CALL:

Present: Abell, Dothager, Harley, Huck, Merz, & Little (6); Absent Hampsten; one (1)

The reading of the September 2000 Minutes was tabled as the acting secretary was absent.

Harley stated that the Agenda was incorrect, as Mr. Eastman said the Public Hearing portion of the meeting was to take place on Thursday 10-5-2000. Harley was not sure if we would be legal in having it tonight as the Agenda had stated. It was decided that the board should have a 15 minute meeting on Thursday the 5th at 7:00 P.M. to comply with our obligations.

TREASURER'S REPORT:

See bill list.

A motion was made by Dothager and seconded by Abell to accept the Treasurers Report as corrected.

ROLL CALL VOTE:

Present; Abell, Dothager, Harley, Huck, Merz, & Little (6); Absent; Hampsten, one (1)

LIBRARIAN'S REPORT:

There were no figures for September as of yet. There were 79 new cards, 4 district cards processed in September. There were approximately 307 items. Story hour will start Tue. 10-10-2000. The Thursday hour will be from 6:30-7:00 p.m Board Action: Bi State Carpet who cleaned our carpets a year ago had contacted Walker wanting to know whether carpets needing cleaning or not. Walker to ask her brother in law how much it will cost to replace some areas of the carpet & if we have enough left over.

OVERDUE REPORT:

Reminder postcards were sent to 4 patrons asking those patrons to return their overdue books.

COMMITTEE REPORTS:

FRIENDS OF THE LIBRARY:

Merz reported that The Friends are still quilting, and having two book sales a month. Merz noted that there about 5 or 6 volunteers who give at least 38 hours a month of their time to come here to quilt. It should be noted that the Board is very grateful for their effort.

There was an international group of people who went to Lewis and Clark to find out how Libraries in our country were run. Our State Librarian was present along with Susan Lucco and Pat Merz, who, help make these representative from around the world feel welcome. The representatives were from Germany, France, Singapore, Jordan. Merz presented several good will gifts, a lovely pen, a road map of Jordan, and a folding yardstick. Merz also stated that a group would be going to visit Marie McConnell who is a past employee and a past volunteer.

Merz stated that we need to apply for grants. Daphne Selberts , President of the Trustees at Lewis and Clark (also Librarian at Principia), is moving to Siam or someplace with her husband, and is leaving. Kay Pyle (Representative of the Madison County Law Library) will be the new President of the Trustees of LCLS..

LUNCH WITH SANTA:

Harley will get started planning the Lunch with Santa. Harley said that she thinks the Luncheon will be held on December 2nd, the first Saturday of the month.

COMMUNICATIONS:

We received a letter from Monica Rice (Economic Development Coordinator) for the City of Troy, asking whether or not we wanted to be in the City of Troy's Tourism book. We could put our hours, dates of our book sales, even Lunch with Santa in this book. Harley to give to Walker to fill out.

Jesse White sent a letter stating that we will receive the same amount of Per Capita money (\$12, 127.20), as we did last year. The money is to be put into our Grant Fund money.

Judith Barr Topinka sent information about money market account.

UNFINISHED BUSINESS:

1. Logo Contest: The winner of the Logo Contest was Bob Tueller and James Radcliff was the runner up.
2. Fundraiser: A discussion about a fundraiser was tabled until the first of next year.
3. Phone Report: Little asked how the tracking of telephone calls was coming along. Walker responded that the Staff is in compliance with the boards wishes. Walker interpreted the phone log and gave a report. It was noted that the telephone bill has dropped in actual savings there was still need for improvement.
4. Smoking Policy: The policy to ban smoking within 25 feet of the front door was discussed. Some thought the policy was unenforceable, while others thought it was enforceable. Since we have already voted on a 25 foot ban on smoking around the front door the point is moot.

5. Levy Ordinances:

A. Ordinance 00/01-7----A motion was made by Abell and 2nd by Merz to accept the Building and Equipment Fund for \$31,708.00

ROLL CALL VOTE: Present: Abell, Dothager, Harley, Huck, Merz, & Little (6); Absent: Hampsten, one (1).

B. Ordinance 00/01-8----A motion was made by Abell and 2nd by Dothager to accept the General Fund Ordinance for \$237,814,00.00

ROLL CALL VOTE: Present: Abell, Dothager, Harley, Huck, Merz, & Little (6); Absent: Hampsten, one (1)

C Ordinance 00/01-9 ----A motion was made by Abell and 2nd by Merz to accept the General Fund Ordinance for \$

ROLL CALL VOTE: Present: Abell, Dothager, Harley, Huck, Merz, & Little (6); Absent: Hampsten, one (1).

D. Ordinance 00/01-10----A motion was made by Abell and 2nd by Dothager to accept the Social Security Ordinance for \$10, 488.00

ROLL CALL VOTE: Present: Abell, Dothager, Harley, Huck, Merz, & Little (6); Absent: Hampsten, one (1)

E Ordinance 00/01-11----A motion was made by Abell and 2nd by Merz to accept the Audit Fund Ordinance for \$ 5,610.00

F Ordinance 00/01-12----A motion was made by Abell and 2nd by Dothager to accept the IMRF Fund Ordinance for \$12, 805.00

ROLL CALL VOTE: Present: Abell, Dothager, Harley, Huck, Merz, & Little (6); Absent: Hampsten, one (1)

NEW BUSINESS:

1. Myron Thompson Auditor attended the meeting explained the Audit and what it meant. He said that we met all of the requirements on the Audit Report. He reported that in the future the Audit Report will be different in that all fixed assets will be to be tracked as opposed to the way it is done now.

He stated that all money we borrowed from the Working Cash Fund must be replaced in full before transferring excess funds to Building Fund.

We should ask Roady if his program will track 4 columns plus total?

He recommended tightening our internal controls such as, book fine money, copy money, fax money, overdue money ,etc,

Myron said that he would be available if we need him.

2. The dress code surfaced again and Little is to look into buying shirts with the employee's name on them as a way of getting everyone to dress uniformly and also have their name tags on.
3. Book Damage: The Genealogy Society has been put on report for defacing four books belonging to the Library with our stamp. It was determined that only one book had been stamped excessively and the Troy Genealogical Society had already purchased a new copy of that book to replace the one stamped excessively. Walker refused to accept the new copy and retained the stamped copy for the collection. Abell was indignant about the abuse of the book and was adamant that this incident should cancel any agreement between the Library and the Troy Genealogical Society. Little stated that the book in question had once been the property of the person who had later stamped the book. Little believed that the book owner believed the book the property of the Troy Genealogical Society as that is who she believed she had donated the book to. The Troy Genealogical Society was sent a notice stating that if this happens again the Troy Genealogical Society could be in danger of losing their contract with the Library.

Meeting adjourned 9:23 P.M.