

Tri-Township Public Library District
Regular Board Meeting
Minutes
October 4, 2005

The meeting was called to order at 7:10 p.m. by President Little.

Roll Call: Huck, Lindsay, Merz, Stolzer, Little. Absent Ashcraft & Hodges.

Also attending the meeting were Rhonda Schaefer, Jean Sagovac, Ann McCum, reporter for the Edwardsville Intelligencer, Gene Bernard & Norma Sidener.

Truth in Taxation Hearing: No one was present.

Input of Agenda Items: Public- none.

Board- under New Business: Customer Survey forms and employee meeting.

Approval of minutes: Merz, seconded by Lindsay made A motion, to approve the minutes of the September 6th, 2005 meeting as circulated.

Ayes: Huck, Lindsay, Merz, Stolzer, Little. Absent Ashcraft & Hodges.

Treasurer's Report: The audit is now done and was circulated to the board members.

Auditor recommended we should never go over line item.

The monies, which were left over, will go to the Building fund. The board already voted on this.

Discussion was held about money on hand and Treasurer explained about the Illinois State account.

A motion was made by Lindsay and seconded by Stolzer to accept the Treasurer's report as circulated.

Ayes: Huck, Lindsay, Merz, Little. Absent: Ashcraft and Hodges.

Director's Report: Rhonda Schaefer shared that Lorene has 10 to 15 children in each of the Pre-school story time sessions.

The Library will receive an autographed display of William & Hilary Clinton from Congressman Shimkus' office. It should be here on Thursday and Friday of this week.

The Staff has discussed the elimination of the log at the desk. The Customer Service Trainer will be here on the new Director's first day.

Maintenance: Roofing Bids: D.E. Martin, Kehrer Bros. and Byrne Construction.

Martin's bid to tear off roof and replace with new roof guaranteed for thirty years is nineteen thousand one hundred and two dollars.

The bid from Kehrer Bros. was twenty two thousand seven hundred and twenty dollars.

The bid from Byrne Construction to tear of and replace was twenty three thousand seven hundred and fifty dollars.

Lindsay told them all that there might be some bad wood as there has been some damage. It would cost extra to replace the wood.

Huck gave Lindsay a letter to send to GAF for the warranty, Lindsay will have to wait, as he needs to send in some shingles in to them. These are thirty year shingles, so Mr. Eastman suggested we wait until work is completed and then see how much we can get from GAF.

A motion was made by Stolzer to accept the bid from Martin Co. to put on a new roof as soon as possible, with price as stated in the bid and we will cover the cost of extra wood as needed. Motion was seconded by Huck.

Ayes: Huck, Lindsay, Merz, Stolzer, Little. Absent Ashcraft and Hodges. Lindsay will call Martin tomorrow.

Thank you to Lindsay for all his work and for getting up on the roof, and taking pictures.

Elevator: Sump pump has been replaced and Doug has placed a water alarm in the elevator , which will sound when water comes into the shaft. When the water is removed the alarm will turn off and there is also a switch that can be turned off.

Floor polishing: will be done Thanksgiving weekend.

Carpet cleaning: Leo will call the previous vendor to come and clean the carpet.

Stolzer made motion, and seconded by Merz, to buy an additional sump pump and have a check list as to what needs to be done when water is in the elevator.

Ayes: Huck, Lindsay, Merz, Stolzer, Little. Absent: Ashcraft and Hodges.

Communications: Stolzer has received letter from IMRF.

Huck has taken first paperwork to the court house for us to get our tax money.

Little received a letter from GED CO-ordinator to see about getting a new board for the classroom. As they are the only ones who use it discussion as to whether they should get one.

Lindsay will check to see if there is any way to repair the board we already have.

Old Business: Library Staff would like to request a new, smaller magazine rack for juvenile magazines. Rhonda Schaefer had a catalogue to show what kind they would need and will look into other choices.

They also need a new inside drop box. Huck suggested we see if the cabinetmaker could build us one.

Snow Removal: Pat has not gotten a call back after leaving a message for Terry Taake.

Time Clock Bids: The Board decided to go with the time clock recommended by President Little.

New Business: Levy's : Dates needed to be changed and approval from Mr. Eastman before they are voted on at next meeting.

Customer Service Training: The lady will come when new Director is here .President Little will get a bid from her next week.

File Cabinet/ Staff agenda: The Treasurer needs a new file cabinet as she has been moved from the area she was working in .No vote taken.

Illinois Flags: A motion was made by Huck, seconded by Stolzer authorizing Leo to purchase two new Illinois Flags.
Ayes: Huck, Lindsay, Merz, Stolzer, Little. Absent: Ashcraft and Hodges.

Customer Survey Forms: Some of the forms received from patrons have concerns about young people playing games on the computers and the noise level. Discussed possible use of the micro film room for putting computers in for games only.

Employee Meeting: President Little met with staff and discussed raises, hiring new staff and considering Sunday hours. Also discussed was the letter of complaint from a patron.

Motion was made by Huck and seconded by Stolzer to go into closed session to discuss hiring or firing off an employee and other employee matters.

Ayes:Huck, Lindsay, Merz, Stolzer, Little. Absent: Ashcraft and Hodges.

Open session reconvened at 9:40 p.m.

Motion made by Huck and seconded by Stolzer to pay employees raises as discussed in close session.

Ayes: Huck, Lindsay, Merz, Stolzer, Little. Absent: Ashcraft and Hodges.

Meeting adjourned at 9:42 p.m.