

Tri- Township Public Library District  
Board of Trustees Meeting  
Regular Minutes  
May 5th, 2009

President Ashcraft opened the meeting at 7: 03 p.m.

Roll Call: Buckingham, Huck, Lindsay, Little and Ashcraft. Absent: Elson and Scheller.  
Present from the Public were Amanda Walker from the Tribune, Vicky Hart and Norma Sidener.

Input of agenda items: Board Santa Breakfast in New Business. :  
Public: Communications- notice of annexation  
Old Business – Budget and tax computation.

Approval of minutes: A motion was made by Little and seconded by Buckingham to accept the minutes of the April 7<sup>th</sup> regular meeting as presented.

Ayes: Buckingham, Huck, Lindsay, Little and Ashcraft. Absent: Elson and Scheller.

Treasurer's Report: The checking account looks to be down so we need to transfer money from the Holding fund to the checking account. After discussion of the balance sheet it was decided to table the Treasurer's report until next meeting.

Director's Report: Summer reading program will begin on June 6<sup>th</sup>.

Director has started cross training for the staff. All other items are on the agenda and statistics are attached.

Elson arrived at 7:16 p. m.

Maintenance: The insulation is in and all sensor lights have been placed but some have already burned out. Lindsay is not sure if it is bad bulbs or the wiring in the building He will check it out. Al and Leo installed new roof lights.

Communications: IMRF: The employers have the option of going to whatever their rate is for 2010 and thereafter rates will go up in increments or they can go with the phase-in rate. Our rate for 2009 is 8.4% percent and then increase to whatever the rate would go to. We would pay moreover time with the phase-in rates. Our regular rate for 2010 would be 9.35 percent and then increase in the increments we've been accustomed to.

A motion was made by Buckingham and seconded by Elson to go with the 9.35 regular rates for 2010 and have the regular rate increases instead of going with the phase-in rates.

Ayes: Buckingham, Elson, Huck, Lindsay, Little and Ashcraft. Absent: Scheller

Silver Creek Bible Fellowship would like to extend their contract to April 17<sup>th</sup>, 2010. Jeff Mc Donald, their pastor, E-mailed Director. A discussion was held and then Elson moved we give them

the extension with another six month deposit, and clarification of the hours they would need the rooms. The motion was seconded by Little.

Ayes: Buckingham, Elson, Huck, Lindsay, Little and Ashcraft. Absent: Scheller.

FYI: Alderman AlenAdomite contacted the Director about a 2010 Census Complete Count Committee. The mayor appointed people at last night's Council meeting and Vicky has accepted a position on this committee.

We have received a notice of annexation and they are in our Library District.

Old Business: All of the furniture has come in. Al is putting it all together. The company reduced the shipping price by fifty percent because of all the delays and problems with the furniture that director had to put up with.

The security system has been installed and it is working well.

Director said the LSTA Grant for digitizing the local papers had so many loopholes and would require a special cataloguing, so she decided not to go with the grant. She has received permission from the newspaper publisher Paul Ping to digitize all microfilmed newspapers and so we have their backing. The price to digitize sixty-eight rolls of microfilm is Seven thousand eight hundred and twenty dollars, and the company that does it will post it on their server and create a website at no cost now until they go out of business or say they have to charge. We will save our microfilm and they will scan the sixty-eight rolls of film, give us a searchable web site and choice of searchable DVD or CD. This is all included in the price and it is one hundred fifty dollars per reel. The company is Heritage Microfilm and is located in Cedar Rapids, Iowa.

We are the only place other than the State Library that has the microfilm and if the paper needs to look something up, they must come to the Library. The microfilm belongs to the Historical Society but with this the Library would have the rights to the website and could offer it to our patrons.

Director proposed to the Trustees that she has enough money in the Library Materials budget to pay for this and would like to use this money for it. There was some discussion and then Elson made a motion to spend seven thousand eight hundred and twenty dollars from the Library Materials fund to pay Heritage Microfilm to digitize sixty-eight rolls of film for the Troy newspapers. The motion was seconded by Huck.

Ayes: Buckingham, Elson, Huck, Lindsay, Little and Ashcraft. Absent: Scheller.

Staff Development day will be Wednesday June 24<sup>th</sup>, 2009. Director asked for a motion to close the Library that day.

A motion was made by Buckingham and seconded by Little to close the Library on June 24<sup>th</sup>, 2009.

Ayes: Buckingham, Elson, Huck, Lindsay, Little and Ashcraft. Absent: Scheller.

The Budget Committee hasn't met yet as the tax computation has not been sent yet. They will get together when it comes.

Buckingham will check with Sam the Locksmith on prices for locks on a few cabinets in the kitchen for library supplies

New Business: There is enough money in the budget for computers and Dell will honor the flyer Director has, so it will cost one thousand two hundred and fifty-six dollars for two new computers. .

Elson made a motion and it was seconded by Buckingham to purchase two new computers at one thousand two hundred and fifty-six dollars.

Ayes: Buckingham, Elson, Huck, Lindsay, Little and Ashcraft. Absent: Scheller.

Our magazine / newspaper racks are too high according to ADA. The Friends of the Library will pay for new racks for us to be more in compliance with ADA. Director is ordering the new racks.

Meeting dates: Ordinance 08/09-14 sets our meeting dates for the first Tuesday of every month.

A motion was made by Little and seconded by Buckingham to accept ordinance 08/09-14 to hold regular meetings in the Boardroom on the first Tuesday of every month for the 2009-2010 year.

Ayes: Buckingham, Elson, Huck, Lindsay, Little and Ashcraft. Absent: Scheller.

Options for proof of residence for Library patrons: There was discussion concerning the rules for proof of residency.

A motion was made by Elson and seconded by Little to give the Director approval to change the wording on the website procedures to include photo ID and current address.

Ayes: Buckingham, Elson, Huck, Lindsay, Little and Ashcraft. Absent: Scheller.

Breakfast with Santa: Katy Little will head up the committee for Breakfast with Santa.

This is our first meeting after the April election so we will need to elect officers.

The following people were unanimously elected to these offices.

President- Dennis Ashcraft

Vice-President- Leo Lindsay

Treasurer- Pat Huck

Secretary- Melanie Elson

Elson administered the oath of office to all the officers.

There was no closed session.

There were no announcements, so the meeting was adjourned at 8:37 p.m.