

Tri-Township Public Library
Regular Board of Trustees Meeting
Minutes
November 3rd, 2009

President Ashcraft opened the meeting at 7 p.m.

Roll Call: Board: Elson, Huck, Lindsay, Little, Perrine, Scheller and Ashcraft.
Public: Vicky Hart

Input of agenda items: Board – none.
Public – Elevator inspection.

Approval of minutes: A motion was made by Perrine and seconded by Scheller to accept the October 6th regular meeting minutes as amended.

Ayes: Elson, Huck, Lindsay, Perrine, Scheller and Ashcraft. Little: Abstain

Treasurer's Report: The holding account has one hundred and sixty thousand dollars Treasurer keeps only the amount collected in the taxes in the working cash and transfers the rest to the holding fund. We can keep as much as we need in the building fund.

Director's report: Director could find no warranties or any paper work on the lights. The Director has DRDA come and replace them as they go.

Director's last Synergy session begins tomorrow, November 4th, 2009 in Lyle, Illinois. Denise Putz will be point of contact during her absence.

GateNet is voting on the fee structure to be used for FY2011. The Director has been actively involved in the process and has voted for the fee structure which is best for Tri- Township. She has voted to remain with the one currently in use which takes in account each library's Equalized Assessed Evaluation. Our fees are about the same, regardless of which formula is used. We are set up to pay our fees quarterly.

Maintenance: Director brought up the fact that they are planning to make the book drop a drive-up. There is also repair work needed on the side steps. Director would like Leo to do a walk around with her and see what we need and get bids to bring before the Board.

The Elevator inspection went well but we are by law not allowed to store anything in the elevator storage room, where we now keep our cabinet. Director will look for locking cabinets so records can be stored in the board room.

Communications: There have been more tax complaints. They have been sent to Mr. Eastman and he has sent back copies of his filings and hearings have been set.

We received verbal notice from the Auditor that the audit would be ready by today and it was. Treasurer has signed the forms she needed to sign and all has been mailed to the appropriate offices.

Director received a notice regarding a class action suit and sent it to Mr. Eastman. He said it was nothing that concerns us at all.

We received our Levy confirmation of what we are going to levy, so general fund will be fifteen cents, building and equipment two cents and no limit on the other three. Our total levy will be four hundred ninety thousand one hundred dollars. Treasurer has signed it and we have sent it back to the County Clerk.

Old Business: Board of Trustees By-laws update. Director didn't bring updated paperwork. Tabled until next meeting and Director will have the changes in the Trustee's mailboxes.

Cold drink machine update: Director has not had a chance to call the company to install the machine. She will do that this week, as Paul has completed the wiring.

Santa Breakfast: Little has checked with Macdonald's on the drink. She has to confirm with the manager. She has also checked with Super Value on the donuts, but has not received a call back from the person in charge. She needs to find the Santa suit and a volunteer to be Santa. She needs to coordinate with the Chamber and will talk with Jeanne, as she will be going to the city leaders meeting. Director said Tim Greenfield from the Park Board is heading up the Santa House. She will also need a couple of Volunteers. Mike Perrine and Leo offered to help, and Director will check with her daughter to see if she might also be able to help. Little has talked to Robin, Children's Librarian to see if she wanted to do a story or something else for the children, but needs to get back with her.

Deaf assistance video cam: Will table it until next month.

New Business: Illinois State Library Capital Needs Assessment Survey: A one page survey is being sent out to every Library. The survey must be completed by November 20th, 2009. Director will do best to complete the survey as we don't have any need right now for construction repairs.

There are no LSTA grants this year.

The Policy manual has been entered into Word and is ready for review. Several people worked on it but Cindy did most of the work on it. Director would like to know if Board would like to have her send it as an attachment to them or print out a copy. We will work on it section by section and Director wants to wait until after the first of the year to begin.

Closed Session: None

Announcements: Director has put in each mailbox a form to send to our congressmen asking them to support our Libraries.

The meeting was adjourned at 7:45 p.m.