

Tri- Township Public Library District  
Board of Trustees Meeting  
Regular Minutes  
September 1<sup>st</sup>, 2009

President Ashcraft opened the Truth –in-Taxation hearing at 7: p.m. There was no one from the public in attendance.

President Ashcraft opened the regular meeting at 7:30 p.m. and asked for the roll call.

Roll Call: Elson, Huck, Lindsay, Little, Scheller and Ashcraft.

Present from the Public were Vicky Hart, Amanda Walker and Norma Sidener.

Input of Agenda Items: Board \_ none

Public – A communication was received from the Lewis and Clark Library System.

Approval of Minutes: A motion was made by Elson and seconded by Little to accept the regular minutes of the August 4<sup>th</sup>, 2009 meeting as presented.

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

A motion was made by Elson and seconded by Little to accept the closed session minutes of the August 4<sup>th</sup>, 2009 meeting.

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

Treasurer's Report: Money is coming in from the County for tax payments. There is a balance of fourteen thousand nine hundred thirty – seven dollars and eighty three cents in the General Account. The Treasurer will transfer approximately seventy five thousand dollars to Springfield Monthly, the Library brings in between thirteen and fifteen hundred dollars as indicated on the daily logs..

Director's Report: The Second session of Synergy which the Director attended was much better than the first session. The final session will be held the first week in November at Lyle, Illinois. The director is working on the Per Capita Grant Statistics are attached, including July and August.

Maintenance: A new air conditioner to cool the Library proper has been installed and was donated by the Friends of the Library. The cost for the air conditioner was five thousand two hundred, twenty-nine dollars. The Board is very grateful to the Friends for all they do for the Library. It was suggested to have a photo op for the Troy paper with Joyce Ackerman, the president of the Friends, to let the general public know how wonderful the Friends of the Library are.

There is a need for a new staff refrigerator and with the new fall rebate program, this is a good time to get one. Director thought we could get one for five hundred dollars and would like the Board to approve that amount in case the Friends can't donate one at this time. A motion was made by Elson and seconded by Scheller to have Director and Treasurer investigate and spend up to five hundred dollars for a new refrigerator.  
Ayes: Elson, Huck, Lindsay, Little, Scheller and Ashcraft.

Communications: Director has received Mr. Eastman's comments on the tax levies. They are in Compliance and all in order.

IMRF has confirmed the 2010 ARC rate will be nine per cent.

The Auditor has picked up all the preliminary materials for the fiscal year 2009 audit.

Lewis and Clark Library System will have a reduction of one hundred seventy four thousand dollars in their budget for the coming year. They have eliminated all staff raises and cut their cleaning to three days a week. They hope to decrease some of their spending up to sixty thousand dollars and not have to cut services they are committed to. One of their staff is retiring so this will also help. The State Library has always in the past made the Federal LSAT grants available all around the State in small grants. This year there will be no LSAT grants.  
Kudos to our original members of the Library Board for making us a tax district and not making us a city library.

Old Business: Board of Trustees By-laws update. Treasurer noted three things she had noticed.

1. page two –paragraph one has missing words.
2. under Treasurer's bond –should be funds received not collected. The amount should be fifty per cent of the total of all funds received by the Library.
3. under warrants- it should read as instead of just.

The Board tabled the by-laws until next meeting after the changes have been made.

Per Capita grant: The Board members need to review the Collection development policy and the use of facility policy. We have the materials collection policy, the withdrawal policy, challenge materials policy and blacklist policy. Director said we could leave the collection development policy as is for it is top notch. The quorum of Board members agreed our collection policy is more than adequate.

We have a use of facility policy in place. This includes our service, lower level rental policy, scheduling of meeting events, meeting room rules and Historical and Genealogy room rules. The quorum of Board members agreed our use of facility policy is more then adequate.

Treasurer's surety bond: Treasurer has spoken to the agent, and if the bond is for over three hundred thousand dollars two signatures would be required. The bond has been set at three hundred thousand dollars now and has been paid.

Non-resident fees: By law, we must use the official population of households in the taxing district. Director suggested that City of Troy household size doesn't reflect the district but the county household population would and that this number would reduce the amount.. Fees for non-residents would than be ninety seven dollars instead of one hundred ten dollars.

A motion was made by Scheller and seconded by Lindsay to use the County household resident numbers to bring fees to ninety seven dollars for non-resident patrons.

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

Santa Breakfast: Little checked with Jeanne Sagavoc, who has been attending the Chamber meetings for the Director. They have requested the Community room for Dec.12<sup>th</sup>, 2009, and will co-ordinate the arrival of Santa with the Park Board and Santa's Village. She decided to serve donuts, cereal, fruit and juice. There will be advanced registration. Robin may do a book reading and have a coloring area. She suggested photos taken of the children on Santa's lap. We could charge one dollar for each photo. Little will contact business for donations for the breakfast.

New Business: A motion was made by Little and seconded by Elson to approve Levy Ordinance – Audit Fund no. 09/10-07.

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

A motion was made by Little and seconded by Huck to approve Levy Ordinance-Building and Equipment Fund no. 09/10-08.

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

A motion was made by Little and seconded by Elson to approve Levy Ordinance-General Fund no. 09/10-09.

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

A motion was made by Elson and seconded by Little to approve Levy Ordinance-Illinois Municipal Retirement Fund no. 09/10-10.

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

A motion was made by Elson and seconded by Little to approve Levy Ordinance-Insurance Fund no. 09/10-11.

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

A motion was made by Elson and seconded by Little to approve Levy Ordinance-Social Security Fund no. 09/10/12.

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

Fiscal Year 2010 Computer Equipment: We budget each year for new computers.

We need two new computers at a cost of eight hundred fifty dollars each, for a total of one thousand six hundred ten dollars.

A motion was made by Lindsay and seconded by Little to purchase two new computers, not to exceed one thousand six hundred ten dollars.

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

A vendor came by to check with Director about putting in a cold drink machine. The Director said we would buy the supplies and would only do water and juices. The Board discussed location and decided to place it outside the Community room. The Director will check with the company about service and minimums, and she will call C & P to check on outlets.

There was no Closed Session.

Announcements: President Ashcraft's grandson <sup>was</sup> ~~is getting~~ married.  
Director's husband leaves for San Antonio on September 28<sup>th</sup>.

The meeting was adjourned at 8:48 p.m.

*Amended and approved.*  
*10-6-09*