

Tri-Township Public Library  
Regular Board of Trustees Meeting  
Minutes  
August 3, 2010

The regular meeting of the Board of Trustees was opened at 7: 03 p.m. by President Ashcraft. Roll Call: Elson, Huck, Lindsay, Little, Scheller and Ashcraft. Absent: Perrine. Present from the public were Vicky Hart, David Cassens from the staff and Norma Sidener. Director mentioned that Amanda Walker was no longer with the paper, so we may not have a reporter present until a new reporter is hired.

Input of Agenda Items: Director- Closed Session.  
Public-None.

Approval of Minutes: A motion was made by Elson and seconded by Lindsay to approve the minutes of the July 6<sup>th</sup>, 2010 meeting as corrected.  
Ayes: Elson, Huck, Lindsay, Little, Scheller and Ashcraft. Absent: Perrine.

Treasurer's Report: The Treasurer had just received the July paperwork so hasn't gotten the full report yet. She said we had probably taken in a little under two thousand dollars. We have over one hundred fifty thousand dollars in the general checking, so Treasurer will move one hundred thousand to the Illinois Fund. There is still more tax money coming in.

Director's Report: The Annual Report is completed and Director is working on the Per Capita Grant next. Director has made the cross-training assignments and training will begin in August. David Cassens is here this evening to begin his training as he will represent the staff if Director leaves until a new Director is hired.  
Other items to be discussed are listed separately.  
Statistics are attached.

Maintenance: Gutters- Al has been up to the roof twice and Lindsay three or four times. They have found no litter in the gutters, so they feel no gutter guards are needed.

Concrete repair: Paul will do the work at the end of August. We will ask the Friends of the Library to pay for the new book drop.

Front door lock: The lock on the front door was broken. Sam came and repaired it at no charge to the Library.

Communications: The Library has received forty one thousand five hundred and sixty three dollars and thirty four cents from the Millie Schaefer Trust Benefit. We will use some of the money for

dividers for the Community room. We will put out for bids on the dividers in the fall. The Director also suggested we look into getting an LTD sign for the Library once the city is finished with the street work.

We received a communication from Mr. Eastman stating there were no problems with the resolutions and ordinances.

Old Business: The Library website redesign should be up sometime this month.

The Deaf assistance video cam was tabled until next month.

Annual Report: The Trustees Audit is done.

Annual Audit: The auditor will be here on August 10<sup>th</sup> to pick up all paper work needed for the audit.

New Business: We need more Library cards. The total cost for five thousand cards is three thousand three hundred fifty dollars plus shipping.

A motion was made by Lindsay and seconded by Little to spend three thousand three hundred and fifty dollars plus shipping for five thousand library cards.

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

A new computer is needed for Denise Putz. The cost will be nine hundred sixty nine dollars and forty one cents. The old computer will be put in the computer room.

A motion was made by Elson and seconded by Little to approve the purchase of a new computer for nine hundred sixty nine dollars and forty one cents.

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

Director would like to purchase six hundred coin key zip purses for children who are first time library patrons. These purses would cost a total of one thousand sixty one dollars and thirty six cents.

A motion was made by Scheller and seconded by Huck to purchase six hundred coin key zip purses for a total of one thousand sixty one dollars and thirty six cents.

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

We will be getting a second T- 1 line installed August 13<sup>th</sup>, 2010. We will need a new router to bundle the two T- 1 lines together. The cost for this will be two thousand three hundred twenty six dollars and ninety two cents.

A motion was made by Elson and seconded by Little to approve Director purchase a new router at a cost of two thousand three hundred twenty six dollars and ninety two cents.

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

Resolution: Resolution establishing for the Tri-Township Public Library District an Authorized Agent for the Illinois Municipal Retirement Fund Business. Whereas, it is necessary for this Board of Trustees to appoint an authorized agent to represent the Tri-Township Public Library District in all manner of business with the Illinois Municipal Retirement Fund(IMRF). Now therefore, be it resolved by the Board of Trustees of the Tri-Township Public Library District, Madison County, Illinois, as follows: Mr. James Stuller, library staff and IMRF member, shall be the IMRF

Authorized Agent for the Tri-Township Public Library District until such time as he leaves the employ of said library, or until a new authorized agent be appointed.

A motion was made by Scheller and seconded by Little to approve the proposed resolution to appoint James Stuller as the Authorized IMRF agent for the Tri-Township Public Library District. Ayes: Elson, Huck, Lindsay, Little, Scheller and Ashcraft. Absent: Perrine.

Resolution: Resolution providing for Public Hearing on proposed property tax levy increase for fiscal year 2010-2011, also known as Truth-in-Taxation hearing. Whereas it is necessary for this Board of Trustees to fix a time and place for public hearing on a proposed property tax levy increase for fiscal year 2010-2011, also known as Truth-in-Taxation hearing. Now therefore be it resolved, by the Board of Trustees of the Tri-Township Public Library District, Madison County, Illinois, as follows,

1. That a public hearing on the matter of a proposed property tax levy increase for fiscal year 2010-2011 will be held on the 7<sup>th</sup> day of September, 2010, at 7:p.m., Central Daylight Savings Time, at the Tri-Township Public Library District, 209 South Main Street, Troy, Illinois.
2. That the secretary of the Board is hereby directed to publish notice of hearing on the proposed property tax levy increase in a newspaper published in the Library District, not less than seven days and not more than fourteen days prior to said hearing

A motion was made by Scheller and seconded by Lindsay to approve the Truth-in Taxation Resolution.

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

Additional signatory on checking account: A motion was made by Elson and seconded by Huck to add Denise Putz as the additional signatory on the checking account.

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

Closed Session: A motion was made by Elson to go into closed session for matters regarding employment, compensation, discipline or dismissal of a specific employee.

The motion was seconded by Little.

The Board went into closed session at 7: 43 p.m.

The Board returned to regular session at 7: 52 p.m.

A motion was made by Scheller and seconded by Little to authorize Director to create a form allowing staff to donate sick leave to an employee in need.

Announcements: None

The meeting was adjourned at 7: 54 p.m.