

Tri-Township Public Library
Regular Board of Trustees Meeting
Minutes
May 3rd, 2011

The meeting was opened at 7 p.m. by Vice- President Lindsay.

Roll Call: Elson, Huck, Little, Perrine, Scheller and Lindsay. Absent: Ashcraft.
Present from the public were Vicky Hart, David Cassens, Steve Rensberry (Times-Tribune reporter), Don Markus (Brase Construction Company), Mark Carpenter (Ittner) and Norma Sidener

Input of agenda items: Board- move up swearing in of Board members.
Communications: Letters from Madison County
Old Business: follow-up on Volunteer Banquet.

The swearing in of newly elected Board members: Leo Lindsay and Mike Perrine were sworn in by secretary Elson.

The bid process update was moved up to the next item on the agenda by Vice-President Lindsay. Mark Carpenter from Ittner Architects read the bids received from six general contractors to install the partitions in the community room. They are as follows:
Brase Construction: Sixty two thousand two hundred dollars.
Interior Construction Services: Sixty five thousand seven hundred and fifty dollars.
W. G. Services: Sixty nine thousand nine hundred fifty four dollars.
Korte Luitjohn: Seventy two thousand nine hundred forty dollars
Litteken Construction: Seventy four thousand eight hundred dollars.

The Director questioned some alternative bids by Brase Construction. One was to take a reduction of two thousand dollars to eliminate dry wall metal studs and installation on each side above the partitions to eliminate sound. Ittner does not recommend taking the alternate bid regarding sound. Don Markus said this was included in their bid and would not add two thousand dollars to the bid total. The other alternate bid was to use a manufacturer of operable partitions unknown to Ittner and contractor had not submitted any information about them. Director recommended we go with Ittner's advice and not use any alternates.

A motion was made by Scheller and seconded by Little to award the bid for the movable walls in the community room to Brase Construction with no exceptions. There was discussion on when installation would be completed.

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

Don Markus and Mark Carpenter left the meeting.

Approval of Minutes: A motion was made by Perrine and seconded by Scheller to approve the minutes of the April 5th meeting with the correction of a spelling error.

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

Treasurer's Report: Treasurer Scheller reported that we are in good shape.

Director's Report: April was a good month for the Library. Director gave kudos to David Cassens for regularly having fourteen to fifteen teens come twice a month to Animanga club. All other items are elsewhere on the agenda. The statistics are attached.

Maintenance: Director has found someone to put in our new drop box. Nonster Concrete and Construction will remove a section of the sidewalk and pour a receiving pad for the drop box, secure the drop box to the pad, remove the existing small bench pad and add extra concrete to hold the new thousand pound bench which has been donated by the Women's Club of Troy, will remove the existing handicap ramp and install new keeping it up to code, will power wash and clean all areas when completed for a total of four thousand two hundred dollars. Perrine asked where the funds for this came from and the funds come from the building maintenance fund.

A motion was made by Elson and seconded by Scheller to approve the bid from Nonster Concrete and Construction for four thousand two hundred dollars to install the new drop box, bench and handicapped ramp, power washing and cleaning when work is completed.

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

Absent: Ashcraft

Communications: Director received a letter of apology from Mae Grapperhaus for the misunderstanding about the meeting room situation on election evening.

Old Business: The Volunteer Banquet was a great success. Everyone was very complimentary and appreciated their gift. A thank you note was received from Dede Hodges for the wonderful evening and gift.

New Business: Elson moved that the Board approve Ordinance 10/11-14, an ordinance setting forth the time and place of the regular scheduled meetings of the Tri-Township Public Library District, Madison County, Illinois. Be it ordained by the Board of Library Trustees of the Tri-Township Public Library District, Madison County, Illinois, that the regular meetings of the Board of Trustees for the fiscal year 2011-2012 shall be held in the Board room of the Tri-Township Public Library District, 209 South Main Street, Troy, Illinois on the following dates at 7:00 p.m.:

Regular meeting calendar
Tri-Township Library District
Fiscal Year July 2011-June 2012

July 5th, 2011
August 2, 2011
September 6, 2011
October 4, 2011
November 1, 2011

December 6, 2011
January 3, 2012
February 7, 2012
March 6, 2012
April 3, 2012
May 1, 2012
June 5, 2012

The motion was seconded by Perrine.

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

Absent: Ashcraft.

Budget Committee: The Director will prepare a tentative budget. Perrine and Scheller offered to be on the committee.

A motion was made by Little and seconded by Elson to appoint Perrine and Scheller to the budget committee.

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

Absent: Ashcraft.

Da-Com color copier proposal: The Director has talked with our Da-Com representative and they will release us from our old contract and replace a new machine for seventeen dollars more per month, and we will be able to keep our present maintenance and overhaul contract for the next five years. The staff copier is leased and the public copier was bought.

Scheller made a motion to accept Da-Com's new contract for two hundred thirty dollars per month which includes the maintenance for the next five years. The motion was seconded by Elson.

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

Absent: Ashcraft.

The Board asked the Director to investigate upgrading the public copier.

A motion was made by Elson and seconded by Scheller that we go into closed session for matters regarding employment, compensation, discipline or dismissal of a specific employee.

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

Absent: Ashcraft.

The regular meeting was closed at 7:50 p.m. to go into closed session

The regular meeting was reopened at 8 p.m.

A motion was made by Elson and seconded by Scheller to promote Jim Stuller to circulation supervisor with a salary increase of twelve dollars per hour, for thirty seven and one half hours, effective May 9th, 2011.

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

Absent: Ashcraft.

A motion was made by Elson and seconded by Scheller to approve the promotion of Debbie Shewsberry from part-time to full time circulation clerk, with a salary increase to eleven dollars per hour, effective May 18th, 2011.

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

Absent: Ashcraft.

There were no announcements, so the meeting was adjourned at 8:05 p.m.