

Tri-Township Public Library  
Regular Board of Trustees Meeting  
Minutes  
December 6, 2011

The meeting was called to order By President Ashcraft at 7: p.m.

Roll Call: Huck, Lindsay, Scheller and Ashcraft. Absent: Elson, Little and Perrine.  
Present from the public were Vicky Hart, Steve Rensberry (reporter from the Times- Tribune) and Norma Sidener.

Input of Agenda Items: Board- none  
Public- none

A motion was made by Lindsay and seconded by Scheller to accept the minutes of the November 1, 2011 regular Board meeting.

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

Treasurer's Report: Treasurer reported all is well with our finances.

Elson arrived at 7:04 p.m.

Director stated she wanted to discuss expenses for lost books we've received from other Libraries, but would address it later on the agenda.

Director's Report: The process of setting up E-pay for internet use by our patrons with credit cards except Visa has been started .Director will deal with other items later on the agenda.

Statistics are attached.

Maintenance: Elevator inspection: Repairs have been completed and the return inspection has taken place, with all reports sent to the State offices.

Light on the roof: the light on the roof was burnt out so the electrician replaced the bulb while he was here.

Larry attached the shelves in the library along the wall to the wall so we will have no worry of shelves falling over.

Communications: We received notice from Mr. Eastman that he will intervene on our behalf for Board of Review inquiries.

We have received one letter from the Madison County Board of Review for the Truck Center.

106 West Oak Street: We have received our official tax exempt notification for the property and will need to send in a yearly affidavit.

Old Business: Movable Partition Project- This project is officially final. We have received all final bills ~~from~~<sup>from</sup> the contractor and those have been paid.

Little arrived at 7: 13 p.m.

Audit: the audit is completed but Myron is out of town so it should be signed and ready for us at our next meeting.

106 West Oak Street: Director reported that a teen-ager had mowed, raked and cleaned-up the property. Next year we will have to hire a lawn service .Lindsay suggested checking with Perry's Lawn Service.

New Business: Electronic LED message display- Director had spoken with a representative to get information for the possibility of having our own LED display Board. It would cost approximately nine thousand, six hundred seventy dollars and eighty cents to have a display board for the building. A sign by the road would run about twenty five thousand, two hundred eighteen dollars and eighteen cents. The money would come from the Millie Schafer bequest, which is in the Building fund. The Board discussed getting the sign and separate billing for all other costs. The Director will check with Sign Companies.

Policy Regarding patrons billed for large amounts- Director would like the Board to initiate a policy for items borrowed from other libraries for our patrons and their not being returned on time or never returned at all. One patron kept a kit from a school library that was worth twelve hundred dollars and kept it until it was sent to collection. Another patron kept books from interlibrary systems and we had to pay for books he never returned. Director would like to have a policy where the library can issue consequences for big ticket items. The Director will check with other libraries in the Heartland system whether they have such policies in place and get back to the Board next month.

Closed Session: none

There were no announcements, so the meeting was adjourned at 7: 45 p.m.