

Tri-Township Public Library
Regular Board of Trustees Meeting
Minutes
October 4th, 2011

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

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

Absent: Little and Perrine.

Present from the public were Vicky Hart, Steve Rensberry (reporter for the Times-Tribune) and Norma Sidener.

Input of Agenda Items: Board – None

Public – None

Approval of Minutes: A motion was made Scheller and seconded by Huck to accept the minutes of the September 6th, 2011 regular meeting as amended.

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

Absent: Little and Perrine.

Since we did not have a quorum of members who attended September 6th, 2011 meeting, the minutes were tabled until our next meeting.

Treasurer's Report: Everything looks good. We are on budget. The report does not reflect tax payments for September as the bank statement has not come in yet. We haven't received any of last year's Per Capita Grant money, but may possibly get some in December.

Director's Report: Director attended the District 522 meeting. It was an interesting meeting. I Pads were discussed.

In two weeks, Director will be going to the Illinois Library Association Annual Conference in Chicago.

Other items to be discussed are on the agenda.

Statistics are attached.

Maintenance: The elevator inspection failed as there was a problem with the fire service latches. We need to install new fire service latches. We have an estimated bid for three thousand one hundred and fifty eight dollars to fix it, at a cost of three hundred fifty eight dollars and thirty cents per hour for approximately eight hours and a cost of four hundred and fifty dollars for materials.

A motion was made by Elson and seconded by Scheller to accept the estimated bid from Long Elevator Repair Services for three thousand one hundred and fifty eight dollars.

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

Absent: Little and Perrine.

The sump pump for the elevator died and had to be replaced at a cost of two hundred eighty four dollars and sixty eight cents.

Al has been working on the floors and they are looking good.

Communications: Director will be receiving a survey from the Census Bureau.

We received an answer from Mr. Eastman to an inquiry from Scheller and Sidener asking how long we needed to keep personnel files. We need to keep the files for only one year after termination of employment.

Old Business: Movable Partitions Project: Everything is in and looking good. The locks for the doors are in. The final billing on the welding inspection, after the inspector had to come back for the fourth time, has come in and we only need to pay for one required inspection and the final report.

Audit: Jane will be coming tomorrow October 5th, to finish up.

106 West Oak Street: The Director filed the required application with the County Board of Review for tax exempt status. After the Board review, it must be approved by the State.

Per Capita Grant: Director has completed the paperwork for the 2012 Per Capita Grant.

Santa Meet and Greet: This was tabled until next month as Little is not here.

New Business: Food for Fines: The library will hold its annual food for fines on October 24 to November 23rd, 2011.

Closed Session: None

Announcements and Adjournment: There being no announcements, the meeting was adjourned at 7: 26 p.m.