

Tri-Township Public Library
Regular Board of Trustees Meeting
Minutes
July 3, 2012

The Public Hearing meeting was opened by President Ashcraft at 7:05 p.m. There was no one from the public in attendance.

The regular Board meeting was opened at 7:35 p.m. by President Ashcraft.

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

Absent: Lindsay

Present from the public were Vicky Hart, Jonathan Walling and his mother, Mr. Carl Westrich and Norma Sidener.

Input of Agenda Items: Board- none
Public- none

Approval of minutes: A motion was made by Scheller and seconded by Perrine to accept the minutes of the May 1st regular meeting as presented.

Ayes: Elson, Perrine, Scheller and Ashcraft.

Abstained: Huck and Little

Absent: Lindsay

Scheller made a motion which was seconded by Perrine to accept the closed session minutes of the May 1st meeting as presented.

Ayes: Elson, Perrine, Scheller and Ashcraft.

Abstained: Huck and Little

Absent: Lindsay

A motion was made by Little and seconded by Scheller to accept the June 5th regular meeting minutes as amended.

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

Abstained: Perrine

Absent: Lindsay

A motion was made by Little and seconded by Elson to accept the closed session minutes of the June 5th meeting as presented.

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

Abstained: Perrine

Absent: Lindsay

Treasurer's Report: It is the end of the fiscal year and all is good. We are on target for the new fiscal year. The report does not reflect the final end of June as the bank statements will not be here until next week.

Director's Report: Joel Pikora is really good and fills in just as David Cassens did. We are now back to full staff.

The Director enjoyed her time at the American Library Association Convention in Anaheim, California. She was able to attend many sessions and was also appointed an Ambassador while there. The summer reading program has gotten off to a great start. There are three hundred and sixty four enrolled. Everything else is on the agenda and the statistics are attached.

Maintenance: Carpets/ Tile: the Director would like to have the carpets cleaned in August. Aztec Carpet Cleaning Company will clean them for the same price as last year, which was seven hundred and eighty five dollars.

A motion was made by Elson and seconded by Perrine to have Aztec Carpet Cleaning Company clean the carpets and tile in August at a cost of seven hundred eighty five dollars.

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

Elevator Maintenance: everything is fixed to pass inspection. There are some things not in our maintenance agreement which need attention. The door operator and landing door maintenance module, plus the hoist weight clean down are additional and the starter contacts need to be replaced. The Board decided to table elevator maintenance until Lindsay is back.

Cooling of the Community Room: The duct work has all been moved and we will see how it goes with the cooling of the room. The Friends of the Library will pay for ceiling fans to be installed and Director will take care of that.

Windows: Tabled.

Communications: none

Old Business: 106 West Oak Street: Progress- Jonathan Walling reported that he ran into some problems with the Planning Commission. They have given him a list of things that would need to be accomplished before they could approve his project. The main concern was handicapped accessibility and fencing so the police could have easier access to seeing the property. Jonathan also said he needed to have an engineer to help with the handicap arrangements. He introduced Mr. Westrich, a civil engineer who would look over the property and give us ideas as to taking care of the handicap problem. He needs to have paperwork in by Friday. Director suggested she check with Mr. Eastman to include the property at 106 West Oak Street as part of the Library. The Zoning Board also questioned the parking and a number of other items, so Jonathan may have to forgo the amphitheater and it was decided to check into the pergola and go with it for now. The Director said we would still need special needs permits but as part of the Library we might not need to go to zoning commission. Scheller and Jonathan will go check on the pergola (open on all sides, thirty by forty two) and we will eliminate the amphitheater and do the gardens and walkways with the water fountain.

Electronic LED message display: The concrete work by Grapperhaus Construction cost six hundred and eighty dollars and Director would like a motion from the Board to pay for it. A motion was made by Elson and seconded by Scheller to authorize payment to Grapperhaus Construction of six hundred and eighty dollars for the bumper posts installed to protect the LED sign. The sign hopefully should be installed by the end of the month.

Monthly reminder regarding OMA online training.

New Business: We have received the 2012 engagement letter for the audit. M. Thompson and Company will continue to do our annual audit for the standard cost of six thousand dollars.

A motion was made by Scheller and seconded by Little to accept the bid from M. Thompson and company to do the annual audit for a cost of six thousand dollars.

Ayes: Elson, Huck, little, Perrine, Scheller and Ashcraft.

Absent: Lindsay.

Community room rental: Director noted that there had been no change in the rental amount for the community room in the past six years. She suggested we change the fee from seventy five to one hundred dollars. Anyone who is lined up to rent the hall up to July 5th, 2012 will still pay the seventy five dollars. The church will be grandfathered in until their contract expires. There was a discussion about increasing to one twenty five but it was decided to just go up to one hundred this year and increase it again next year. The addition of the twenty five would cover the use of the kitchen.

A motion was made by Scheller and seconded by Elson to increase the rental amount for the community room and kitchen from seventy five dollars to one hundred dollars as of fiscal year beginning July 2012.

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

Absent: Lindsay.

New Business: Ordinance Appropriation Funds

Appropriation Ordinance-Audit Fund: A motion was made by Little to approve Appropriation Ordinance no. 12/13-01 Tri-Township Public Library District Appropriation Ordinance -Audit

An Ordinance making an Annual Appropriation for an Audit for Tri-Township Public Library District, Madison County, Illinois for the fiscal year beginning July1, 2012, and ending June 30, 2013. The motion was seconded by Scheller.

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

Absent: Lindsay.

Appropriation Ordinance-Building and Equipment Fund: A motion was made by Little and seconded by Scheller to approve Appropriation Ordinance no. 12/13-02 Tri-Township Public Library District Appropriation Ordinance-Building and Equipment Fund

An Ordinance making an Annual Appropriation for the Building and Equipment Fund for the Tri-Township Public Library District, Madison County, Illinois, for the fiscal year beginning July1, 2012, and ending June 30, 2013.

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

Absent: Lindsay

Appropriation Ordinance –General Fund: A motion was made by Little and seconded by Scheller to approve Appropriation Ordinance no. 12/13-03 Tri- Township Public Library District Appropriation Ordinance –General Fund

An Ordinance making an annual appropriation for the General Fund for Tri- Township Public Library District, Madison County, Illinois, for the fiscal year beginning July1, 2012, and ending June 30, 2013.

Ayes: Elson, Huck, Little, Perrine, Scheller and Ashcraft

Absent: Lindsay.

Appropriation Ordinance-IMRF: A motion was made by Scheller and seconded by Little to approve Ordinance no. 12/13-04 Tri-Township Public Library District Appropriation Ordinance – Illinois Municipal Retirement Fund

An Ordinance making an annual appropriation for the Illinois Municipal Retirement Fund for the Tri-Township Public Library District, Madison County, Illinois, for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

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

Absent: Lindsay.

Appropriation Ordinance- Insurance Fund: A motion was made by Scheller and seconded by Little to approve Ordinance no. 12/13-05 Tri-Township Public Library District Appropriation Ordinance-Insurance Fund

An Ordinance making an annual appropriation for Insurance Fund for the Tri- Township Public Library District, Madison County, Illinois, for the fiscal year beginning July1, 2012, and ending June 30, 2013.

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

Absent: Lindsay.

Appropriation Ordinance-Social Security: A motion was made by Scheller and seconded by Little to approve Appropriation Ordinance no. 12/13-06 Tri-Township Public Library District Appropriation Ordinance-Social Security

An Ordinance making an annual appropriation for the Social Security Fund for the Tri-Township Public Library District, Madison County, Illinois, for the fiscal year beginning July1, 2012, and ending June 30, 2013

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

Absent: Lindsay.

Closed Session: None.

Announcements and Adjournment: Director announced that all of the Summer programs were funded by the Friends of the Library. They also paid for the ceiling fans and new chairs.

The meeting was adjourned at 8:45 p.m.