

Tri-Township Public Library
Regular Board of Trustees Meeting
Minutes
September 4, 2012

The meeting was called to order at 7.05 p.m. by President Ashcraft.

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

Present from the public were Vicky Hart, Jonathan Walling,

Input of agenda Items: Board- none
Public- none

Approval of minutes: The minutes of the August 7th, 2012 meeting were tabled until the October meeting.

Treasurer's Report: Everything is going well. The annual report has been submitted to the Times-Tribune. Our total assets as of June 2012 were seven hundred and nine thousand, one hundred and thirteen dollars and ninety cents.

Elson arrived at 7:10 p.m.

Director's Report: CPR/AED training has been renewed by staff. There are only two libraries in Illinois that have AED, the University of Illinois, Champaign and us. The State has picked a new vendor for online reports but it is not up and running yet. The Secretary of State does not have the authority to extend the deadline but as the online site is not up he can look the other way if reports are not in by September.

A large purge was done on adult books and on cassettes. Popular titles have been replaced by CD's or online books. All other items are on the agenda and statistics are enclosed.

Maintenance: Elevator maintenance-Leo has read through the proposal and as past problems have not cost that much, he recommends that we do not take the extended maintenance contract which would cost us one thousand five hundred ninety dollars.

Cooling of community room/ ceiling fans- Director contacted our electrician DRDA as we are having the fans hardwired rather than remote controlled, so the remote control wouldn't walk away. DRDA is checking on placement of ten to twelve fans which can't be too close to the sprinkler system. They will be simple white flat to the ceiling fans, each row with its own switch and there will be a few in the area behind the partition.

Parking lot: the sealing project has been put on hold because of the construction and Ameren workers are using the parking lot. Director has contacted the city and asked that they not park in our lot on Friday as we are having a book sale and need the lot for our patrons. She also asked them

how much longer this project is going to take and was told three weeks. Lindsay stated that as long as the weather is in the seventies we can get the sealing done after their project is completed.

Windows: Tabled.

Communications: none.

Old Business: 106 West Oak Street: progress- Jonathan Walling reported that he had Mr. Dennis Tipton of Tipton Concrete will do the concrete work and he is donating his labor. He is checking on prices for concrete, and has also offered to do the bulldozing. Jonathan has an estimate from a Mr. Ron L. Brooks to do the bulldozing at a cost of nine hundred sixty dollars for sixteen hours of hauling dirt. Mr. Tipton suggested we get a loaned bulldozer and roller to level the area before the pouring of the concrete. This will be cheaper and can be done for a total of ninety six dollars per day. Jonathan said Mr. Keith Frey, City Inspector has been helping make sure everything is ADA compliant. Jonathan hopes to be able to break ground in three weeks He wondered if we should have the Mayor there at ground breaking but Director suggested we wait until the dedication. There was discussion by the Board and a motion was made by Perrine and seconded by Little to pass on the contract from Brooks Construction for Bulldozing and removal of dirt from 106 West Oak Street.

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

Jonathan now has a measurement of how much brick he needs and will go to Market Basket and get an estimate of the cost and will bring it to Director and Board for the next meeting. There will also need to be someone available to oversee the work being done when Jonathan is in school, so Director or Lindsay will oversee the work. Jonathan will also check to see if Market Basket will take the topsoil. Blueprints are finalized and Po Boy has not received pergola yet but that is one of the last things needed. Director asked that Jonathan get all the prices and give them to her.

Accessibility Improvements Project: Mark Carpenter of Ittner presented a topographic map. A survey had already been made and based on that information we do not need a structural engineer. It was decided that a series of shallow ramps would be best. There was a question of who owned the strip of land which Ittner thought was an alley. Huck said it was not an alley and the Library owned the land. Mr. Carpenter said we could than go ahead with the project to make it ADA compliant. Hoelscher Engineering has sent a bid for twelve thousand two hundred and eighty dollars to make a handicap accessible walkway to 106 West Oak Street.

There was discussion among the Board and Perrine wanted to go on record that he felt this project was getting way out of hand and needs to stop somewhere. Director said that she felt Jonathan had scaled back and his total would come in at around fifteen thousand. There wouldn't be this many problems except that the city had placed unreasonable demands on the project. There was also discussion about the accessibility walkway.

A motion was made by Scheller and seconded by Elson to approve the twelve thousand two hundred and eighty dollar handicap accessible walkway plan proposed by Ittner to be paid as services are provided.

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

A motion was made by Perrine and seconded by Scheller that no work is to be started on 106 West Oak Street Project until final costs are determined.

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

Director will contact Jonathan.

Led Display: Director is going to get a plaque to state that the LED display sign was donated by the Millie Schaffer Trust. Mr. Hoffman will install it.

OMA on line training: Monthly reminder. Lindsay has completed his training.

106 West Oak Street Facility Usage Policy: Director has written up a usage policy as this is what the City Council said we would need. The property is only to be used by the library.

A motion was made by Elson and seconded by Scheller to accept the facility usage policy. as presented.

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

Per Capita FY2013: Director will include a statement that the supplemental tax policy was discussed at the meeting and understood by all.

New Business: FY12 Audit- Director informed the board that she has compiled most of the things needed for the audit, with the assistance of Norma Sidener and will get the rest to the auditor.

Levy Ordinances: A motion was made by Scheller and seconded by Little to accept Ordinance 12/13-07 for Tri-Township Public Library District Levy Ordinance for Audit, an ordinance levying taxes for the Tri-Township Public Library District, Madison County, Illinois for the fiscal year beginning July 1st, 2012 and ending June 30th, 2013.

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

A motion was made by Scheller and seconded by Little to accept Ordinance 11/12-08 for Tri-Township Public Library District Levy Ordinance Building and Equipment Fund, an ordinance levying taxes for the Tri-Township Public Library District, Madison County, Illinois for the fiscal year beginning July 1st, 2012 and ending June 30th, 2013.

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

A motion was made by Scheller and seconded by Little to accept Ordinance 11/12-09 the Tri-Township Public Library District Ordinance General Fund, an ordinance levying taxes for the Tri-Township Public Library District, Madison County, Illinois for the fiscal year beginning July 1st, 2012 and ending June 30th, 2013.

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

A motion was made by Little and seconded by Scheller to accept Ordinance 11/12-10 the Tri-Township Public Library District Levy Ordinance Illinois Municipal Retirement Fund, an

ordinance levying taxes for the Tri- Township Public Library District, Madison County, Illinois for the fiscal year beginning July 1st, 2012 and ending June 30th, 2013.

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

Absent: Ashcraft and Elson.

A motion was made by Little and seconded by Scheller to accept Ordinance 12/13 Levy Ordinance for the Insurance Fund, an ordinance levying taxes for the Tri- Township Public Library District, Madison County, Illinois for the fiscal year beginning July 1st, 2012 and ending June 30th, 2013.

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

A motion was made by Little and seconded by Scheller to accept Levy Ordinance 12/13 Levy Ordinance Social Security, an ordinance levying taxes for the Tri-Township Public Library District, Madison County, Illinois for the fiscal year beginning July 1st, 2012 and ending June 30th, 2013.

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

Closed Session: None

Announcements and Adjournment: Director announced that ^{coral} Carol Stiles has been hired as the new part time circulation clerk. She is working Monday and Thursday evenings, and every other Saturday. Her salary is eight dollars and twenty five cents per hour.

A motion was made by Scheller and seconded by Perrine to approve the hiring of Carol Stiles part time at eight dollars and twenty five cents per hour.

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

The meeting was adjourned at 8:32 p.m.