

Tri-Township Public Library
Board of Trustees Meeting
Regular Minutes
July 7, 2015

The Public Hearing for Budget and Appropriations meeting was opened at 7:02 p.m. by Vice President Elson.

Roll Call: Melanie Elson, Vice President, Kathy Scheller, Treasurer, Mike Perrine, Laura Robinson, Sue Lanahan, Pat Huck, David Cassens, Director, Norma Mendoza (reporter for the Times- Tribune), Myron Thompson, and Norma Sidener.

There were no other people present for the public meeting.

The meeting was closed at 7:34 p.m.

Vice President Elson opened the regular board meeting at 7:35 p.m.

Roll Call: Huck, Lanahan, Perrine, Robinson, Scheller and Elson. Absent: Ashcraft.

Present from the public were David Cassens, Director, Norma Mendoza (reporter for the Times- Tribune), Myron Thompson and Norma Sidener

Input of Agenda Items: Board- Change date of meeting minutes from May 2nd to May 5th. New business- Review of Secretary's notebook.

Public-none

Approval of Minutes: April 7th, 2015 minutes tabled until next meeting.

A motion was made by Perrine and seconded by Robinson to accept the May 5th, 2015 as amended.

Ayes: Huck, Perrine, Robinson, Scheller and Elson.
Lanahan.

Absent: Ashcraft and

The June 2015 minutes were tabled until next meeting.

Treasurer's Report: We are fine. We are solvent at the end of the year. There are no negatives and money needed to be moved other than the money back and forth from the Illinois Fund.

Director's Report: The SPLMI Conference was very informative.

The staff has been busy rearranging book stacks to minimize space. We are currently getting a bid from Charter Spectrum as Sun Communications is now out of business and AT and has a higher rate. Charter has E rate available for libraries in order to get a better rate for internet and phones. All Programs are going strong.

Statistics are enclosed.

Maintenance: none.

Communications: Auditor Myron Thompson gave us an apology for the lateness of the audit and went over the audit with us. We are good. He went over the following pages.

Pg. 2-did not present an accounting item.

Pg. 3-a summary fashion of all accounts- we have received most of the money from taxes. Most of the money in Illinois Fund. Tax levy for coming year. We have a receivable. Building cost- Historical –original cost. Unavailable property taxes- not available until next upcoming year.

Pg, 4- unpaid obligation –none, net position-building account-unrestricted, building improvements-restricted' General Fund –unrestricted, other funds restricted.

Pg. 5-required for auditors.

Pg. 6- breakdown of assets by various accounts.

Pg. 8- Reconciliation statement.

Pgs. 9 and 10- revenues and expenses by categories summary.

Pg. 11-reconcilliation

Pgs. 12-23- dialogue about the District for the outside reader and make sure it meets various standards. We have no debts.

Pg. 20- What funds and what Funds money at end of the year.

Pg. 22-IMRF Fund-We have met our obligation.

Pgs. 25 and 26-actual expenses and revenues compared to budget. At the end of the year moved some to Building fund.

Pg. 27- Grant Fund.

Working cash- Twenty eight dollars interest to pay to General Fund.

Last page-tax levies for past ten years. District is fine.

Mr. Thompson said they should be able to get on audit sooner this year.

After discussion and some questions, Mr. Thompson was thanked and he left.

Old Business: Green Space-there are no more chairs and bistro sets at Menards. Scheller will check at Loewe's. The fireworks can't be seen from here because of the fence so we can possibly plan an event for next year's Fourth of July celebration.

A motion was made by Perrine and seconded by Scheller to accept the presented budget for FY 2015-2016.

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Elson.

Absent:

Ashcraft

New Business: Invoice- We have received a bill from Wellmuenster Law Group for attorney's fees of one thousand, one hundred forty three dollars, for the month of May.

A motion was made by Scheller and seconded by Perrine to pay the Attorney fee of one thousand one hundred forty three dollars to Wellmuenster and Keck.

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Ashcraft. Absent: Ashcraft.

Bids for Auditor and Bookkeeping Services: WE need to discuss whether to stay with Myron Thompson for auditor or go with another company. We have received bids for bookkeeping and also for auditing. We have only a few who do both bookkeeping and auditing. We need to decide on both new bookkeepers and auditor if we decide not to go with Myron. The bids we have received are from Corey Richter at nine thousand one hundred fifty for bookkeeping plus checks, Ascroth at twenty two thousand, five hundred plus checks, and YCG at forty six hundred ,checks include and attendance at board meeting, also we had bids from C. J. Schlosser and Company L.L.C. for auditor at six thousand five hundred dollars. There was a lot of discussion and it was decided to with the bookkeeper for now and decide next month on the auditor.

A motion was made by Scheller and seconded by Robinson to accept YCG as our accountant for the fee of four thousand two hundred dollars, excluding the cost of attending the board meetings.

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Elson. Absent: Ashcraft.

There was more discussion about the choice of auditor. We need to give Myron a chance to give us a lower fee. If he cannot then we will go with someone else.

A conditional motion was made by Scheller to accept C.J. Schlosser and Company L. L. C. for auditor with their bid proposal of six thousand five hundred dollars unless we stay with them for only one year which would incur another fifteen hundred dollars for a total of eighteen hundred dollars, with the exception of current auditor Thompson and Lutager giving us a lower bid of seven thousand dollars.

Ayes: Huck, Lanahan, Robinson, Scheller. Nays: Perrine and Elson. Absent: Ashcraft.

Ebsco Database Renewal: We need to renew our package with them for the next year at a fee of three thousand six hundred sixty two dollars with seventeen databases.

A motion was made by Robinson and seconded by Scheller to pay the Ebsco renewal fee of three thousand six hundred and sixty two dollars.

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Elson. Absent: Ashcraft.

Out of District fees: Our out of District fees have gone down from ninety six dollars to ninety dollars.

A motion was made by Scheller and seconded by Lanahan to approve the out of District fee of ninety dollars.

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Elson. Absent: Ashcraft.

Reviewing the Secretary's Notebook: Scheller and Lanahan were appointed to review the Secretary's notebook.

Appropriation Ordinances: Appropriation Ordinance 15/16-01- A motion was made by Robinson and seconded by Perrine to pass an ordinance making annual appropriations for an audit of ordinance 15/16-0Tri-Township Public Library District, Madison County , Illinois for the fiscal year beginning July I, 2015 and ending June 30, 2016

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Elson, Absent: Ashcraft.
Appropriations Ordinance 15/16-02- A motion was made by Robinson and seconded by to pass an ordinance 15/16-02 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 July 1, 2015 and ending June 30, 2016.

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Elson. Absent: Ashcraft.
Appropriation Ordinance 15/16-03- A motion was made by Robinson and seconded by Scheller to pass an ordinance 15/16-02 making an annual appropriation for the General Fund for the Tri-Township Public Library District, Madison County, Illinois for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Elson. Absent: Ashcraft.
Appropriation Ordinance 15/16-04- A motion was made by Scheller and seconded by Perrine to accept appropriations ordinance 15/16-04, an ordinance making an annual appropriation for the General fund for the Tri-Township Public Library District, Madison County, Illinois for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Elson, Absent: Ashcraft
Appropriation Ordinance 15/16-05- A motion was made by Scheller and seconded by Robinson to accept ordinance 15/16-05, 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, 2015 and ending June 30, 2016.

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Elson. Absent: Ashcraft
Appropriation Ordinance 15/16-06- A motion was made by Scheller and seconded by Robinson to accept appropriations ordinance 15/16-06, an ordinance making an annual appropriation for the Insurance Fund of the Tri-Township Public Library District, Madison County, Illinois for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Elson. Absent: Ashcraft

Closed Session: A motion was made by Robinson and seconded by Lanahan to go into closed session for matters regarding the appointment, employment compensation, discipline performance or dismissal of specific employees of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee of the public body or legal counsel for the public body to determine its validity.

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller and Elson. Absent: Ashcraft

The Board went into closed Session at 9:24 p.m.

Closed Session was closed at 9:40 p.m.

The Board came back to regular meeting at 9:41 p.m.

A motion was made by Scheller and seconded by Robinson to give Raises to all the Staff. Director to get a two percent rise. Jim, Josh, Debbie, Robin and Denise one point seven percent, Susan, one percent, Robert, one point seven, Joel, one point seven, Al, 0 seven percent,

Ayes: Huck, Lanahan, Perrine, Robinson, Scheller, and Elson. Absent: Ashcraft

Acknowledgements and Adjournment: The meeting was adjourned at 9:43 p.m.