

Tri-Township Public Library
Board of Trustees Meeting
Regular Minutes
February 6th, 2018

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

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

Present from the Public: David Cassens, Director, Norma Sidener and Steve Rensberry, (Times – Tribune Editor).

Additions to the Agenda: New Business- Volunteer Banquet.

Approval of Minutes: A motion was made by Scheller and seconded by Elson to accept the November 7th, 2017 regular meeting minutes as presented, with confirmation of Spelling on Skylark. Director said first name is correct and he did not get her last name. She is with WCG Accounting. Correct spelling of her name is Schyler.

Ayes: Elson, Erschen, Lanahan, Lindsay, Scheller and Ashcraft.

Abstain: Huck.

A motion was made by Lanahan and seconded by Scheller to accept the November 7th, 2017 closed session meeting minutes as presented.

Ayes: Elson, Erschen, Lanahan, Scheller and Ashcraft.

Abstain: Huck and Lindsay.

A motion was made by Scheller and seconded by Lanahan to accept the December 5th, 2017 regular meeting minutes as presented.

Ayes: Erschen, Lanahan, Lindsay, Scheller and Ashcraft.

Abstain: Elson and Huck.

The regular minute meetings for January 2nd, 2018 are tabled until next meeting.

Treasurer's Report: Accountant has not corrected the balance sheet, so Director will talk with them again, otherwise we are good. Treasurer suggested we wait a few months to see how stock market does before we think about investing.

Director's Report: The active shooters training went well and everyone learned a lot. The Troy police department did the training and used the Alice program. The CPR training for the staff is set for February 15th, 2018.

Director has completed and submitted the Per Capita Grant and hopefully we will get our money. The project to digitize the library board meeting minutes is going well, although we don't have all the minutes up yet.

Director also reminded the board that he and they need to submit their statements of economic interest to the county clerk's office by the first of March. If anyone needs help Director is available. Statistics are attached.

Maintenance: we need to replace the carpet in the Board Room. Lanahan gave Director the name and phone number of Mike Noe Flooring out of Highland. Director will call him and also Lenny's Carpeting in Collinsville and Torbits in Highland.

Communications: None.

Old Business: Green Space- None.

New Business: Gale Courses Invoice – our yearly fee is three thousand six hundred seventy-four dollars and sixty three cents. Gale are the online courses that we offer patrons. We have had fewer uses this year but not enough to drop them.

A motion was made by Elson and seconded by Lindsay to pay the Gale unlimited Courses three thousand six hundred seventy four dollars and sixty three cents.

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

Hoopla Update: We launched on December 1st, 2017 and have had eighty five patrons borrow five hundred fifty six different titles .WE have used one thousand dollars out of our two thousand dollar pool. The most checked out was adult fiction and second was adult nonfiction. Music was the lowest.

Color Printing: Director would like to reduce the fee for color printing from one dollar to fifty cents per page as we do not have that much use and this will be a positive for our patrons. Director checked with other libraries and they charge fifty cents. Students are now doing more printing with pictures and our fee is a lot less then our cost.

A motion was made by Elson and seconded by Scheller to lower the fee of our color printing to fifty cents and see what happens, than lower it to thirty cents if more use.

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

Volunteer Banquet: The banquet will be on Thursday, April 19th this year. It was decided by the Board that prizes that are given will be for volunteers and staff only, not board members or staff and volunteers guests. It was decided to purchase four virtual reality visors, and to see about getting twenty five dollar gift certificates from local restaurants. We will also get four E- readers.

The committee was Erschen, Lindsay and Lanahan with help from the Director and other board members. It was decided to check with Who-Dats and maybe do a shrimp boil for us ho –Dats is Randy's Catering.

Closed Session: A motion was made by Elson and seconded by Scheller to go into closed session for matters regarding the purchase or lease of real property for the use of the public body, including meetings to be held for the purpose of discussing whether a particular parcel should be acquired.

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

The Board went into closed session at 7: 51 p.m.

The Board returned to open session at 8: 07 p.m.

A motion was made by Elson and seconded by Scheller that we pay D.J. Howard and Associates, Inc. a fee of nine hundred dollars for one plot and three hundred fifty dollars for the second plot, for a total of twelve hundred fifty dollars,

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

Announcements and Adjournment: Lanahan is going to Florida, and Ashcraft leaves Friday for Chicago to his granddaughter's wedding.

The meeting was adjourned at 8: 10 p.m.