

Tri- Township Public Library
Board of Trustees Meeting
Regular Meeting
December 5th, 2017

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

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

Absent: Elson.

Present from the Public were David Cassens, Director, Norma Mendoza (Reporter from the Times-Tribune).

Absent: Norma Sidener.

Input of Agenda Items: Board- none.

Public – none

Approval of Minutes: Tabled.

Treasurers Report: We are in good standing. Treasurer's only concern was the new policy with Social Security. Director was unable to get a call back from Bauer Financial but Treasurer said it may be that we may have to increase Social Security Fund. Ashcraft questioned the budget. Accountant hasn't shown the budget report. Director will call tomorrow.

Director's Report: in the New Year Director will have two staff training sessions, the first is CPR training for the newest staff, also how to use the defibulator. The second is active shooter training, with events happening in communities, it is prudent to offer active shooter training. The Troy police department will do the training.

Hoopla is up and running, just need library card and each patron has ten checkouts a month. They have movies, T.V. shows, comic books, etc.

Last night we had an incident in the parking lot, a patron fell as she was coming out of exercise class. She missed the step and hit her head; she was bleeding but said she was fine but we called an ambulance and had her checked out at hospital. We filled out an incident report. Director is always asking Ameren to fix the street lights that shine onto the parking lot from Main Street.

No Children's programs this month as Children's Librarian is in hospital.

Statistics are enclosed.

Maintenance: We need to do another deep cleaning of tile in lobby, tile in front of desk, carpet upstairs and down on lower level and bathrooms. We have two quotes, both from Cintas, who we used before, one for just a wax stripping at eight thousand seven hundred thirty three dollars and forty one cents, and the other for a two layer stripping at six thousand six hundred forty four dollars.

The Board decided to table it until spring after all the bad weather is over.

Communications: none

Old Business: None.

New Business: Barcom Security- We have a fire alarm system and two silent alarms. We need to update our security systems. We don't have a burglar alarm and our security panel is outdated. Director asked for a quote and they gave him a quote for new panel and key pad, also door contacts and a commercial motion detector .When asked about difference from residential, Director said there wasn't any. The total installation for all is nine hundred seventy five dollars which includes our silent alarm buttons and would add forty two dollars month to our contract which would be three hundred fifty dollars a quarter.

Safety in the Library: Review the chapter on safety on page forty one. The board reviewed the chapter and we are on track with all of the suggestions brought up by the state.

Closed Session: None

Announcements and Adjournment: The meeting was adjourned at 7:51.