

Tri-Township Public Library

Board of Trustees Meeting

Regular Minutes

June 4, 2019

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

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

Present from the public were David Cassens, Director and Norma Sidener, assistant to the Board.

Input of Agenda Items: Board – None

Public _ None

Approval of Minutes: The regular meeting minutes for March 5th, 2019, closed session minutes for March 5th, 2019 and the regular meeting minutes for May 7th, 2019 were tabled as there was no quorum for each.

Michelle Erschen was sworn in as Trustee, having been re-elected at the April General Election. Elson administered the Oath of Office to her. I, Michelle Erschen, do solemnly swear or affirm that I will faithfully discharge the duties of the office of trustee of the Board of the Library of Tri – Township Public Library District in accordance with the Constitution of the United States, the Constitution of the State of Illinois and the laws of the State of Illinois to the best of my ability.

Treasurer's Report: We are good. We did transfer fifty thousand to the General Fund to tide us over until tax payments start to come in. This amount will take care of our finances for the next two months.

Director's Report: Our Summer Reading program kicked off last Saturday and we had over four hundred people show up.

The Director and three other staff members are going to a seminar in Edwardsville next week called Design Thinking for Libraries.

The staff development day went off without a hitch and everyone had a good time. We went axe throwing in Mascoutah and tried a new barbeque place in Edwardsville called Beastcraft

Our new floor scrubber has come in and Al has been using it weekly. We can already see a difference, especially in the community room.

Tori has already made great inroads with Triad. She has also visited the middle school and talked with students and teachers about our summer reading program. We are looking forward to possibly having a stronger relationship with the school district.

Statistics are attached.

Maintenance: None

Communications: None

Old Business: Green Space – The landscaper has been coming, so Scheller is looking for a new one. She has contacted David from Adams Lawn Service has been doing the lawn but Scheller is planting seed perennials as these attract the butterflies. Rabbits have been eating the plants so she has left food for them. The volunteer tree is getting huge and she took out the babies that are growing around it and also the rose bush. She plans to plant plants native to our area.

Twenty five year Celebration Committee - Director has assigned Debbie, Joel, Elizabeth and Catherine as the staff representatives and Kathy, Marcella and Suzanne are the board representatives. They will decide on a time to meet.

Budget Meeting – Scheller, Lanahan and Director are the committee members.

New Business: Insurance Bond renewal – The bond renewal is due for director and treasurer. This bond protects our finances, and is good for two years. President is also included in this bond but his bond was paid for last year. The renewal fee is one thousand three hundred and seventy three dollars and is payable to the Jim Lyons Insurance Agency. The director's portion is six hundred twenty five dollars and treasurer's is seven hundred thirty eight dollars.

A motion was made by Scheller and seconded by Elson to pay the Jim Lyons Insurance Agency one thousand three hundred and seventy three dollars for the insurance Bond two year renewal for the director and treasurer.

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

Liability Insurance Renewal – This is the insurance for the building and its contents. The total fee is four thousand nine hundred and twelve dollars, and is payable to State Farm Insurance Company.

A motion was made by Elson and seconded by Scheller to pay the Liability Insurance fee of four thousand nine hundred and twelve dollars to State Farm Insurance Company.

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

OCLC Service Program Renewal: This program allows patrons to seek outside our library system for items not available within the heartland system or databases. The total fee is nine hundred sixty nine dollars and seventy six cents. Director said this program is cheaper than Polaris and is a good thing to have.

A motion was made by Elson and seconded by Erschen to pay the OCLC Service Program renewal fee of nine hundred sixty nine dollars and seventy six cents.

Ayes: Elson, Erschen, Novoselac, Scheller and Ashcraft. Nay: Lindsay. Absent: Lanahan.

Policy Manual Revision; Director is currently revising the policy manual in section and will present to the board when completed.

Closed Session: None.

Announcements and Adjournment: There were no announcements, so the meeting closed at 7:58 p.m.