

Tri-Township Public Library
Board of Trustees Meeting
Regular Minutes
July 10th, 2018

The Public Hearing for Budget and Appropriations Ordinances was opened at 7:05 p.m. by President Ashcraft. The meeting was adjourned at 7:35 p.m. as there was no one from the public present.

The regular Board of Trustees meeting was opened at 7:35 p. m. by President Ashcraft.
Roll Call: Elson, Erschen, Huck, Lindsay, Scheller and Ashcraft. Absent: Lanahan.
Present from the Public was David Cassens, Director.
Input of Agenda Items: Board – None
Public – None

Approval of Minutes: Tabled until next meeting.

Treasurer's Report: We are doing well. There is no need to transfer any funds.

Director's Report: The Summer Reading program is going well. The Reptile Man did not show for his program as he was arrested for having the wrong permits. We had to turn away about ninety people.

The electrician has begun converting the lights to LEDs.

The mobile hotspots are here and ready to be catalogued, we have six and they will go out for 3 weeks.

We have run into a hiccup with our computer project, as not enough shelving has been delivered.

The friends of the library have graciously agreed to buy a number of computers for the library so we can update our computers and disperse them throughout the library much easier.

The fire department came on July 2nd and checked our back stairwell. The only equipment that needs to be removed is that in front of the stairwell. The rest is okay. Director eventually wants to get rid of the shelving as none of it can make a complete shelf.

President Ashcraft asked about amounts waived in the financial report. Director explained that these were either mistakes on our part or they were waved by other libraries.

We went to Liberty Square and had a program with fourteen people in attendance.

Game time is from our survey we gave to patrons awhile back and one of the things they asked for was a board game library, so we ordered board games and had a game night, with eight people in attendance.

Statistics are enclosed.

Maintenance: The elevator is good. The flagpole has been fixed.

Communications: Auditor – the Auditor was to give his presentation this evening but there has been a death in their office so he will come next month.

Old Business; Green Space – Elson had a question about the green space. She wanted to know if there was space for a storage shed or would it be unsightly. We had discussed it before and we

hadn't done anything about it. It was suggested that we have a chest instead in order to put games and materials in it. Elson mentioned a person here in Troy who builds special storage benches.

New Business: New computers – The Friends of the Library have donated eight thousand dollars to purchase six new computers. We have a proposal from Lazerware to get the six computers for six thousand eight hundred and sixty four dollars, with two year warranty.

A motion was made by Scheller and Seconded by Lindsay to accept the proposal from Lazerware for six computers at six thousand eight hundred and sixty four dollars.

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

E- Books Invoice – We have received our Per Capita Grant and Director said we can fulfill using it by paying for our E – Books. We will get them from the Cloud Library Consortium and the price is one thousand six hundred forty two dollars and eight cents.

A motion was made by Scheller and seconded by Erschen to purchase the E- Books from the Cloud Library Consortium for one thousand six hundred forty dollars and eight cents.

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

AED Machine – The AED Machine we purchased is being recalled by the manufacturer and we did not get a notification from the company we bought it from. The recall went out on February 16th, 2018, and we received a letter from the company just this week, July 10, 2018, and if we do not replace this AED, used it on a patron or staff and it didn't work, the library could be sued according to our attorney due to the Illinois Good Samaritan Law. The manufacturer would give us one hundred dollars off the purchase of a new machine costing one thousand five hundred ninety five dollars, battery and pads, two hundred fourteen dollars, and shipping and handling, nineteen dollars and ninety-five cents, for a total of one thousand eight hundred twenty eight dollars and ninety five cents the one hundred dollars for a total of one thousand seven hundred and twenty eight dollars and ninety five cents. Director said Cintas also has AED machines. The Board asked him to check with Cintas and get other quotes and more information. Bo

Budget: The budget was presented to the Board for fiscal year 2019. A few items were discussed.

A motion was made by Scheller and seconded by Elson to accept the budget for fiscal year 2019 as presented.

Aye: Elson, Erschen, Huck, Lindsay, Scheller and Ashcraft. Absent: Lanahan.

Appropriation Ordinance Audit Fund 18/19-01: A motion was made by Scheller and seconded by Erschen to accept Ordinance 18/19-01, an appropriation Ordinance Audit, an ordinance making an annual appropriation for an Audit to the Tri-Township Public Library District, Madison County, Illinois for the fiscal Year beginning July 1st, 2018 and ending June 30th, 2019.

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

Appropriation Ordinance Building and Equipment Fund 18/19- 02: A motion was made by Scheller and seconded by Erschen to accept Ordinance 18/19-02, an appropriation ordinance 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 1st, 2018 and ending June 30th, 2019.

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

Appropriation Ordinance General Fund 18/19-03: A motion was made by Scheller and seconded by Erschen to accept Ordinance 18/19-03, an appropriation ordinance making an annual appropriation for the General Fund of the Tri-Township Public Library District, Madison County, Illinois for the fiscal year beginning July 1st, 2018 and ending June 30th, 2019.

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

Appropriation Ordinance Illinois Municipal Retirement Fund 18/19-04: A motion was made by Erschen and seconded by Scheller to accept Ordinance 18/19-04, an appropriation 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 1st, 2018 and ending June 30th, 2019.

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

Absent: Lanahan.

Appropriation Ordinance Insurance Fund 18 /19-05: A motion was made by Erschen and seconded by Scheller to accept Ordinance 18/19-05,an appropriation 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 1st, 2018 and ending June 30th, 2019.

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

Absent: Lanahan.

Appropriation Ordinance Social Security Fund 18/19-06: A motion was made by Erschen and seconded by Scheller to accept Appropriation Ordinance 18/19-06, an appropriation ordinance making an annual appropriation for the Social Security Fund of the Tri-Township Public Library District, Madison County, Illinois for the fiscal year beginning July 1st, 2018 and ending June 30th, 2019.

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

Absent: Lanahan.

Closed Session: A motion was made by Scheller and seconded by Erschen 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 against legal counsel for the public body to determine its validity. This is Open Meetings Act Section 2(c) (29).

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

Absent: Lanahan.

The regular meeting was reopened at 8:38.

A motion was made by Scheller and seconded by Lindsay to give approve the overall increase of 2% in salaries to be distributed per the Director's proposal in the closed session meeting.

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

Absent: Lanahan.

Announcements and Adjournment: Meeting was adjourned at 8: 40 p.m.