

Tri-Township Public Library
Board of Trustees Meeting
Regular Minutes
September 4th, 2018

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

Roll Call: Erschen, Lanahan, Lindsay and Ashcraft.

Absent: Elson and Scheller.

Present from the Public were David Cassens, Director, and Norma Sidener, Assistant to the Board.

Elson arrived at 7:03 p. m.

Input of Agenda Items: Board – New Business – Hoopla Invoice.

Public – None.

Approval of Minutes: A motion was made by Elson and seconded by Erschen to accept the July 10th, 2018 regular meeting minutes as amended.

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

Absent: Scheller.

A motion was made by Elson and seconded by Lindsay to accept the July 10th, 2018 closed session meeting minutes as amended.

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

Absent: Scheller.

A motion was made by Elson and seconded by Lindsay to accept the August 7th, 2018 regular meeting minutes as amended.

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

Absent: Scheller.

Treasurer's Report: Director reported that there is money coming in from property taxes. The auditor had suggested we transfer funds from some accounts to the General fund and we complied.

Director's Report: The Fall Programming brochure is now available at the front desk.

The electrician came by and is preparing a quote for the LED conversion of the basement.

The timer that controls the outside lights in the janitor's closet keeps coming on and director is keeping an eye on it as only he and the janitor have keys to the closet.

Statistics are attached.

Maintenance: None.

Communications: None.

Old Business: Green Space- None.

New copier quote: The Director is not happy with Da –Com so he has reached out to GFI digital. We have no contract with Da-Com for our color copies, with GFI that would be different. Last month Scheller said she would check with their copier company Ricoh. Director included a letter from Ricoh telling BJS that they would be using GFI, So Director would like to drop our contract with Da-Com and go with GFI, and GFI would take over our contract with Da-Com. They have a response time of 2.5 hours and Da-Com of 4 to 6 hours. The amount to take over the account from Da-Com was \$4272.00.

A motion was made by Elson and seconded by Escher to accept the contract with GFI to take over the account from Da- Com for a total of eight hundred eighty five dollars for sixty months.

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

Absent: Scheller.

Ebsco Databases Invoice: the invoice is for four thousand two hundred seventy two dollars a year for online databases.

A motion was made by Elson and seconded by Huck to pay the Ebsco invoice for the online data bases, for four thousand two hundred seventy two dollars.

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

Absent: Scheller.

Collection Agency: The director asked that we not renew our contract with the TSI collection agency as we have paid them thirty two thousand nine hundred forty two dollars and have only received six thousand in fines, a recovery rate of nineteen point two percent.

A motion was made by Elson and seconded by Huck to cancel our agreement with the collection agency.

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

Absent: Scheller.

Hoopla Invoice: - \$4000.00. Director reported that we have eighty one users on Hoopla and he would like to pay the four thousand dollar invoice from Hoopla with money from the Per Capita Grant.

A motion was made by Elson and seconded by Lanahan to pay the four thousand dollar Hoopla invoice with money from the Per Capita grant.

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

Absent: Scheller.

New Business: Concrete Work - Director is looking into quotes to do concrete work for the curb outside the entrance of the library and on the side of the building next to the concrete pad that houses the trashcans.

A motion was made by Elson and seconded by Lanahan to authorize Director to get bids for ADA compliable concrete work for the curb outside the entrance of the library, on the side of the building next to the concrete pad housing the trashcans.

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

Absent: Scheller.

Closed Session: None

Announcements and Adjournment: The meeting was adjourned at 7: 54 p.m.