

Tri-Township Public Library
Board of Trustees Meeting
Regular Meeting
February 2, 2021

The meeting was called to order by President Ashcraft at 7:02 p.m.

Roll Call: Present: Elson, Espindola, Juehne, Lindsay, Scheller and Ashcraft. Absent: Erschen
Present from the public was David Cassens, Director for the Tri-Township Public Library

Input to the Agenda: No additions.

Approval of Minutes: Tabled.

Treasurer's Report: Scheller reported the library is solvent and doing well.

Director's Report:

- The library is open and functioning at the standard operating times. All is going well.
- The new editions of the Library Standards 4.0 are in the Trustees' mailboxes.
- Trustees need to complete and submit the statement of Economic Interest. The forms are in the mailboxes and can also be completed online.
- Trustees need to do the annual Open Meetings Act Training, the Freedom of Information Act Training, and the Sexual Harassment Training. All are available online.
- A copy of Al Odom's obituary was provided to Trustees.
- Statistics reviewed.

Maintenance:

1. Janitor Services Quote – Three bids were reviewed: Lewis Janitorial Service, Mark Davis and Jimmy Dixon. Lewis Janitorial Service's bid was \$85 a visit and cleaning three times a week for a total of \$255.00 a week. Mark Davis and Jimmy Dixon's bids were each \$2,000 per month. After discussion, Scheller made a motion to accept Lewis Janitorial Service's bid of \$225 a week or \$85 per visit. Espindola seconded the motion. Ayes: Elson, Espindola, Juehne, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Erschen.
2. LED Light Conversion Quote - Only received one quote for the LED light conversion and that was from our current electrician, Keith Williams with True Light Electric. After discussion, Scheller made a motion to accept True Light Electric quote of \$1,500. Juehne seconded the motion. Ayes: Elson, Espindola, Juehne, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Erschen.
3. Bel-O Man Invoice – An invoice for a monthly service call totaling \$1,030 was presented to the Trustees for payment. Elson made a motion to pay the Bel-O Man invoice for \$1,030. Lindsay seconded the motion. Ayes: Elson, Espindola, Juehne, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Erschen.

Communications:

1. Busey Bank –Tabled.
2. YCG Account - Susan Young introduced herself, explained her duties and which she documents she will present to the library.

Old Business:

1. Girl Scouts - Tabled

New Business:

1. Library Computer – Discussed purchasing a new patron computer for a total of \$950.59. Elson made a motion to approve the purchase for \$950.59. Lindsay seconded the motion. Ayes: Elson, Espindola, Juehne, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Erschen.

Announcements: None.

Meeting adjourned at 7:58 p.m. by Ashcraft.