

Tri-Township Public Library  
Board of Trustees Meeting  
Regular Meeting  
April 4, 2023

Call to Order: Meeting was called to order by Vice-President Erschen at 7:01 pm

Roll Call:

Board - Present: Ashcraft, Akridge, Erschen, Espindola, Henry, Juehne, and Scheller  
Public – Present: David Cassens, Tri-township library director, Elizabeth Fischer, Interim Assistant Director

Input to the Agenda -

Board: None

Public: None

Input of Agenda Items

- Panic Button Quote
- Children's programming on Saturdays
- Banning of books-identifying questionable material
- Workstation for computer carousel

Approval of Minutes:

1. Regular meeting minutes March 7, 2023-Motion made by Scheller and seconded by Erschen to accept the minutes as amended.

Ayes: Carried by Acclamation

Treasurer's Report:

We are financially sound and solvent.

Director's Report:

1. I went to the first meeting about the rezoning of the property behind the library.
2. I obtained all of the blueprints of the proposed property development of the property behind the library.
3. I am again in negotiations with Republic Services and another trash service called Aspen Waste.
4. Statistics reviewed.

Maintenance:

- 1) A quote was issued to update Barcom Panic button that as of now goes through the fax line. The panic button works fine unless the power goes out. The updated quote includes use of cell phone tower. The total amount for this update is \$444 annual increase plus a onetime installation fee of \$299.00

A motion was made by Scheller and seconded by Espindola to pay an additional \$37/month (\$444 annually) and a onetime installation fee of \$299.00

Ayes: Akridge, Erschen, Espindola, Juehne and Scheller

Nays: Henry

Communication:

1) Paid Leave for All Workers Act:

Clarification concerning the Paid Leave Act states that for every 40 hours of work it will equal one hour of paid leave. This statement does not override the library policy.

2) Geotechnical Survey Bids:

The bid for \$8000 for geotechnical survey is too expensive. There is no mention of removal of fence. As of right now, the bid for a thirty-foot expansion of the library at \$1.75 Million is being tabled.

3) Hoopla Limits:

Presently, library material expenditure is \$4000 over budget. Thirty-nine percent of this budget is used for Hoopla. We instituted last month decreasing checkouts from Hoopla from 10/month to 5/month. Seven complaints by email against this decrease were reviewed by the board. The board hears these complaints and will take it under consideration upon address at our next budget meeting in June.

4) Improper Meetings:

Upon advice from library attorney, Fred Keck, private meetings with four or more members of the board should be recorded as an official meeting.

5) Children's Programming on Saturdays:

Pam Espindola brought forth a request from one of the libraries patrons to possibly implement children's programs on Saturday. As the library offers many children's programs though out the week, this would take a toll on tax dollars as well as request for additional staff. Currently, this is not feasible.

6) Identifying questionable material:

A patron requested the library identify questionable material within the library. The library does not offer any such questionable material.

7) Workstation for computers:

A proposal for computer workstations containing childcare area was reviewed. The amount of space requirements for each of these stations does not make it feasible.

Old Business:

1) Greenspace:

Tabled at this time.

2) Utilization Committee:

Currently, addition to the library is not financially sound. This will be tabled. Instead, updates to the current library were reviewed. A list of priorities was discussed: #1- Elevator upgrade, #2-carpet, #3-lower-level flooring, #4- windows, #5- painting.

3) Budget Committee:

Tabled

4) Volunteer Banquet

Kathy Scheller went over the menu for April 20th Volunteer Banquet as well as the cost for gift cards to be issued to each volunteer. Total cost would be approximately \$1300 and under the \$2000 allotment from discretionary funds.

A motion was made by Akridge and seconded by Henry to approve \$1500 for the Volunteer Banquet.

Ayes: Akridge, Erschen, Espindola, Henry, Juehne and Scheller.

5) FLMA Policy:

Table until next meeting

6) Mileage and Travel Expense Policy:

Table until next meeting

New Business:

1) Protection of Freedom of the Library Policy:

There was one addition to the policy. We follow Illinois law requirements.

A motion made by Scheller and seconded by Akridge to approve updates to Protection of Freedom of the Library Policy.

Ayes: By Acclamation

2) Decennial Committee of Local Government Efficiency Act:

Propose to begin this with a May meeting and complete it by June 2023. The requirement is for three meetings within an eighteen-month window.

A motion was made by Scheller and seconded by Juehne to move into closed session to discuss purchase of real estate property at 8:44pm.

Ayes: Carried by Acclamation

A motion was made by Juehne and seconded by Espindola to go back into open session at 9:03pm.

Ayes: Carried by Acclamation

A motion was made by Scheller and seconded by Akridge to adjourn the meeting. Meeting adjourned at 9:04 pm

Ayes: Carried by Acclamation