

Tri-Township Public Library  
Board of Trustees Meeting  
Regular Meeting  
August 2, 2022

Call to Order: Meeting was called to order by President Ashcraft at 7:00pm

Roll Call:

Board - Present: Akridge, Erschen, Espindola, Lindsay, Scheller and Ashcraft Absent: Juehne  
Public – Present: David Cassens, Director for the Tri-Township Public Library, Debbie Schrewsberry; Tri-township library community liaison; Joyce Ackerman and Cindy Gorsage, Friends of the Library.

Juehne arrived at 7:03 pm.

Input to the Agenda -

Board: None

Public: Friends of the Library masking policy

Approval of Minutes:

1. Regular Meeting July 5, 2022 – Motion made by Erschen and seconded by Lindsay to accept the minutes as written.  
Ayes: carried by acclamation
2. Closed meeting July 5, 2022- Motion made by Scheller and seconded by Akridge to accept the minutes as written.  
Ayes: carried by acclamation

Treasurer's Report:

We are financially sound and solvent. Per capita grant for a total of \$24,906.86 will be issued soon.

Director's Report:

1. Director has sent a letter to Aramark Uniform Services to cancel services with them. The fee has increased to \$199 bi-weekly. Presently looking for new rugs.
2. Spectrum came on July 7<sup>th</sup> to begin installation of phone lines. Remaining installation will be completed August 3<sup>rd</sup>.
3. Schneider Painting is on schedule to come to the library August 4<sup>th</sup> to paint the pergola and August 5<sup>th</sup> to paint the wall in the children's section.
4. Statistics reviewed.

#### Maintenance:

- 1) The library's parking lot needs sealing. A quote was issued by Sonnenburg Landscaping for \$7850.00 and by Bi State Seal Coating Inc. for \$4585.00

Motion made by Scheller to pay \$4585.00 to Bi State Seal Coating Inc. for parking lot sealing and seconded by Erschen. Ayes: Akridge, Erschen, Espindola, Juehne, Lindsey and Scheller.

#### Communication:

- 1) Friends of the Library

In attendance from "Friends of the Library" were Joyce Ackerman, Cindy Gorsage, and Mary Ellen Akridge (also a library board trustee). Concerns for requirement of masks when in attendance at the library book sale were addressed. The "Friends of the Library" is a private organization with requirements that all who attend the book sale must wear a mask. Those who do not have a mask may purchase one for 25¢. Clarification on this matter was brought up due to a disgruntled patron who refused to wear a mask while in attendance at the book sale, refused to purchase one and blogged her grievance with untruths regarding others in attendance not wearing masks.

#### Old Business:

- 2) Green Space:

Adam's Mowing completed the project around the library building.

- 3) New Shredder:

Dutch Hollow sent a more advanced model of shredder at an additional charge of \$400.00 for a total of \$1689.87. Original voted on price was for \$1289.87 on July 5 board meeting. As this was a crucial item needed by the library without delay, "Friends of the Library" paid for the difference in price.

Motion made by Scheller for acceptance of shipped shredder at the new price and seconded by Lindsay. Ayes: Akridge, Erschen, Juehne, Lindsay and Scheller. Abstain: Espindola

#### New Business:

1. Wireless Printing:

Presently, we pay \$920.50/year to Envisionware to allow patrons and staff to view what they are printing and copying but this service is not wireless thus requiring sending a request to have staff view and print patrons' documents. An extra \$575/year for wireless printing will allow privatization for our patrons and better utilization of staff time. Debbie Shrewsbury, library community liaison, weighed in on the importance of this additional service.

Motion by Scheller and seconded by Espindola to pay the additional fee of \$575/year to Envisionware for wireless printing at a total cost of \$1495.50. Ayes: Akridge, Erschen, Espindola, Juehne, Lindsay and Scheller.

2. Library Board Meeting Audit:

By law, closed meeting minutes should be reviewed by the board every 6 months and released to public, if needed. Minutes relating to legal, defamation, finances or personal grievances are to remain closed. Mary Ellen Akridge and Twyla Juehne volunteered to review these minutes. Minutes from 2019 through 2022 were reviewed by Mary Ellen Akridge and Twyla Juehne and in agreement that all were to remain closed with one exception of February 2022 to be made part of public record.

Motion was made for release of February 2022 closed meeting minutes to the public and remaining 2019 through 2022 present closed minutes to remain closed by Scheller and seconded by Juehne. Ayes: carried by acclamation.

3. New rate for Power Company Constellation:

Constellation, a power company buyer through Ameren, has increased the rate to 11¢/kw. As there is no contract to lock in these rates this is what the library will be charged. Possible alternative sources for future power were discussed.

4. Library Photography and Filming Policy:

Due to national increase in patron filming on public grounds and within public libraries, and as libraries are determined to be non-forum public spaces, sensitive material cannot be filmed nor videoed within a library. Thus, Tri-township public library introduced a policy entitled "Tri-Township Public Library District Photography and Filming Policy." The policy was reviewed by all board members, edits and additions made for a final versioning.

Motion was made for a final version of "Tri-Township Public Library District Photography and Filming Policy" by Scheller and seconded by Espindola. Ayes: carried by acclamation.

Motion to end the meeting made by Scheller seconded by Espindola Ayes: carried by acclamation. Meeting adjourned at 8:13 p.m.