

Tri-Township Public Library
Board of Trustees Meeting
Regular Meeting
July 5, 2022

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

Roll Call:

Board - Present: Akridge, Erschen, Espindola, Juehne, Lindsay, Scheller and Ashcraft
Public – Present: David Cassens, Director for the Tri-Township Public Library, Debbie Schrewsberry; Tri-Township Library Community Liaison

Input to the Agenda -

Board: None

Public: None

Approval of Minutes:

1. Regular Meeting June 7, 2022 – Motion made by Scheller and seconded by Erschen to accept the minutes with corrections.
Ayes: Passed by acclamation

Treasurer's Report:

We are financially sound and solvent.

Director's Report:

1. Mary Ellen Akridge, trustee, has created an employee survey asking what the staff would do if they could utilize the library space better for our patrons. The staff is currently filling out the surveys.
2. Director has sent a letter to Aramark Uniform Services to cancel services with them. The fee has increased to \$199 bi-weekly. The hope is to just buy rugs and mop heads to alleviate this service cost.
3. The library has reactivated our account with Flower's Distributing so we can replace our soda stock in the vending machine.
4. Spectrum came on June 23rd to do their onsite survey. They will be back on July 7th to begin installation.
5. The primary election was held on June 28th in the community room of our library.
6. The library received our Per Capita Grant letter and will be receiving \$24,906.86. A letter was included at the back of our meeting packet.
7. There is a need to reseal the parking lot. Presently, we have received one bid, have contacted 2 other places and waiting to hear back from both.

8. Statistics reviewed.

Maintenance:

- 1) The library's shredder is no longer functioning, and we need a new one. After review of several shredders, staff preference has determined the Fellow's power shredder from Dutch Hollow Supplies for \$1284.59

Motion made by Scheller to pay \$1284.59 for new Fellow's power shredder from Dutch Hollow Supplies and seconded by Juehne. Ayes: Akridge, Erschen, Espindola, Juehne, Lindsey and Scheller.

- 2) The library uses Adam's Mowing for annual mowing but are in need of additional landscaping care and weed control. Adam's Mowing has quoted us an annual cost of \$960 for spring/fall maintenance for trimming and pruning of bushes. Additionally, a \$65 monthly charge (March-November) would help to maintain trash, dead leaves and plastic bags that are cluttering the library grounds. Library board discussed need for spring/fall maintenance at an annual cost of \$960 but wanted further information regarding the monthly \$65 charge for maintenance of trash, dead leaves, etc.

A motion made to pay Adam's mowing for spring/fall trimming and pruning of bushes by Juehne and seconded by Scheller. Ayes: Akridge, Erschen, Espindola, Juehne, Lindsey and Scheller.

Communication:

- 1) Programming follow-up

To help dispel some of the concerns for children's programming by public that were in attendance for June 7th library board meeting, Mary Ellen Akridge, library board trustee, attended Maxi Glamour's story hour in Glen Carbon on June 21st, 2022. The public attendees at the board meeting had not attended in person at Maxi Glamour's story hour but had concerns for LGBTQI+ presenters. As reported by Mary Ellen this was one of the most highly attended story hours with ~35 children and 40 adults in attendance. Maxi was dressed as a festive clown, played the flute, sang songs and read 4 children's books. A list of the books are as follows:

The Monster at the end of this Book starring Lovable, Furry Old Grover

Leonardo the Terrible Monster (your pal Mo Willems presents)

Dolls and Trucks Are for Everyone

I Am Thinking My Life

- 2) Pergola power wash and staining are scheduled August 4th by Schneider Painting. August 5th will be for painting the children's area. Due to the disruption of the library and smell a request for closure of the library on August 5th was made by the director.

Motion made by Scheller for closure of the library on August 5th to allow for painting of children's area and seconded by Espindola. Ayes: Akridge, Erschen, Espindola, Juehne, Lindsay and Scheller.

Old Business:

1. Budget: 2023-2024 completed

Motion made by Scheller to accept 2023-2024 budget and seconded by Juehne. Ayes: Acclamation by all.

New Business:

1. Our new Out of District fee for the next fiscal year is \$90.50.

Motion by Scheller and seconded by Ershen to accept the Out of District fee for the next fiscal year of \$90.50. Ayes: Akridge, Erschen, Espindola, Juehne, Lindsay and Scheller.

2. 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.
3. An annual fee of \$818 is due for Newspaper Archives. With this database, 400 different newspapers are available to public. The Historical Society uses this. Troy Tribune has no copywrite agreement and thus availability for our patrons is based on annual renewal of Newspaper Archives.

Motion made by Scheller to pay \$818 for Newspaper Archives and seconded by Lindsay. Ayes: Akridge, Erschen, Espindola, Juehne, Lindsay and Scheller.

4. Appropriation Ordinance-Audit Fund No. 22/23-01. Motion and reading by Scheller, seconded by Lindsay. Ayes: Carried by Acclamation
5. Appropriation Ordinance-Building and Equipment Fund No. 22/23-02. Motion and reading by Scheller, seconded by Espindola Ayes: Carried by Acclamation
6. Appropriation Ordinance- General Fund No. 22/23-03. Motion and reading by Scheller, seconded by Erschen Ayes: Carried by Acclamation
7. Appropriation Ordinance- Illinois Municipal retirement Fund NO. 22/23-04. Motion and reading by Scheller, seconded by Juehne. Ayes: Carried by Acclamation
8. Appropriation Ordinance- Insurance Fund No. 22/23-05. Motion and reading by Scheller, seconded by Akridge. Ayes: Carried by Acclamation
9. Appropriation Ordinance-Social Security Fund No. 22/23-06. Motion and reading by Scheller, seconded by Espindola. Ayes: Carried by Acclamation
10. Director wished to discuss raises for the library staff as they are all doing amazing work.

Motion made by Scheller to go into closed session and seconded by Espindola to discuss raises for library staff.

Ayes: Akridge, Erschen, Espindola, Juehne, Lindsey and Scheller. Closed session began at 8:46 pm

At 9:17 pm, President Denise Ashcraft had to leave meeting.

The regular meeting resumed at 9:44pm

Motion made by Akridge and seconded by Espindola to accept salary increase as discussed in closed meeting. Ayes: Akridge, Erschen, Espindola, Juehne, Lindsay and Scheller.

Motion to end the meeting made by Akridge and seconded by Erschen. Ayes: carried by acclamation. Meeting adjourned at 9:46 p.m.