

Tri-Township Public Library
Board of Trustees Meeting
Regular Meeting
October 4, 2022

Call to Order: Meeting was called to order by President Ashcraft at 7:02pm

Roll Call:

Board - Present: Akridge, Espindola, Juehne, Scheller and Ashcraft Absent: Erschen and Lindsay
Public – Present: Debbie Schrewsberry; Tri-township library community liaison. Julie Villa:
Architect, AIA, LEED, Director of Planning

Input to the Agenda -
Board: None
Public: None

Approval of Minutes:

1. Regular Meeting September 6, 2022 – Tabled for November Board Meeting.

Treasurer's Report:

We are financially sound and solvent. A deposit of \$6 from taxpayers.

Director's Report:

1. Parking lot was resurfaced by Bi State Coating Inc.
2. A resignation letter was received by Marcella Lindsay
3. Staff added decals and classic posters to media room. These really add a special touch to the libraries existing decorum.
4. State Farm Insurance Audit is completed.
5. GED Classes will be offered beginning October 10th.
6. All documentation with Spectrum has been signed for phone system transition and proceedings for installation of new equipment is in the works.
7. Statistics reviewed.

Maintenance:

1) Concrete Repair Quotes:

A quote was issued by Cochran in the amount of \$6,500 for a 9x17 ramp and 10x14 foot section.

2) Electrician Quotes:

Two quotes were issued for electrical work. Jarvis Electric for \$1195 and BNL for \$2650.

3) Landscaping and Green Space:

Bob Lotz Landscaping gave a quote for a one-time work on green space for \$770, every 6-week clean of trimming bushes and spraying weeds for \$155, and rock and weed barrier at \$228.

All quotes were tabled for next board meeting upon David Cassens return.

Communication:

1) Cordogan Clark (Ittner) Architect presentation:

Based on previous utilization committee recommendations, request for feasibility and meeting with David Cassens, a presentation with a schematic for both the short-term and long-term vision for renovations and additions to the library was presented. 1994 archival blueprints were referenced for these revisions.

Space Needs:

- Short-term level improvements:
 - Create dedicate space for both book sales and programming
 - Add Study rooms
 - Reconfigure circulation
 - Rethink kitchen-open-up or eliminate
 - Add mother's room
 - Update finishes
- Long-Term Vision:
 - 30 ft. addition at main level to increase reading and stack space
 - Better connection to outdoor space for increased usage
 - Additional and more efficient staff work areas
 - Exterior exit
 - Additional storage
 - Update finishes including carpet, wall base, paint walls and door frames

Discrepancies on what architectural schematic was presented and visions of utilization committee and staff were discussed. Further meetings with all necessary committee members and staff will commence for further discussion.

New Business:

- 1) Levy Ordinance-Audit Fund 22/23-07 Motion made by Scheller and seconded by Akridge to approve. Ayes: Carried by acclamation.
- 2) Levy Ordinance-Building and Equipment Fund 22/23-08. Motion made by Schller and seconded by Espindola to approve. Ayes: Carried by acclamation.
- 3) Levy Ordinance-General Fund 22/23-09. Motion made by Scheller and seconded by Juehne to approve. Ayes: Carried by acclamation.
- 4) Levy Ordinance- Illinois Municipal Retirement Fund 22/23-10. Motion made by Scheller and seconded by Akridge to approve. Ayes: Carried by acclamation.
- 5) Levy Ordinance- Insurance Fund 22/23-11. Motion made by Scheller and seconded by Espindola to approve. Ayes: Carried by acclamation.
- 6) Levy Ordinance-Social Security Fund. Moton made by Scheller and seconded by Juehne to approve. Ayes: Carried by acclamation.

Motion to end the meeting made by Akridge and seconded by Espindola. Ayes: carried by acclamation.
Meeting adjourned at 8:21 p.m.

Announcements: Denise Ashcraft was accepted for a substitute teacher position with Madison County Regional Alternative School.