

Parlin-Ingersoll Public Library Board of Trustees

Minutes for April 15, 2015 Meeting

A.) Call to Order:

Present: Pat Carter, Chris Duvendack, Jim Elson, Kim Freiley, Ralph Froehling, Brad O'Brien, Michelle Quinones, Charlotte Van Sickle, and Keely Vollmar.

Absent: None

B.) Approval of Previous Minutes:

Approved Motion: Hearing no objections or corrections, the March 18, 2015 minutes and the February 19, 2015 Special Meeting minutes were approved as submitted. (Motion: Mr. Carter; Second: Mrs. Freiley)

C.) Public Comments

There were no public comments.

D. Communications

Update of Maintenance Position

Mrs. Bunner reported two interviews were scheduled for the vacant maintenance position. Alan Moll will be retiring from the postal service and is interested in the position. He is currently getting more information from his supervisor regarding his last day of work. He is willing to work at least 2 days per week in the evenings or on his day off until his final day at the post office, which could be around June 1st. If the details work out, he will be hired as the new maintenance worker.

Statements of Economic Interest

Mrs. Bunner distributed the filed copy receipts of the Statements of Economic Interest from the Fulton County Clerk to those board members requesting their receipt. All others are kept on file at the library.

Pat Grose Memorial

Mrs. Van Sickle shared with the board that Pat Grose's father, Mr. Moore, served on the library board in the past. Mrs. Bunner reported a total of \$775 memorial donations were received in her name. The monies will be spent on mysteries and thrillers in regular print, large print, and paperback.

Director's Activities in March

Mrs. Bunner attended the following activities in March: Gov. Rauner presentation at Canton Park District; Meetings related to the Ingersoll Trust; Director's Lunch; Chamber of Commerce lunch meetings on John C. Maxwell's being a person of influence; Chamber of Commerce Coffee; Rotary Fun Weekend for students; Rotary luncheon meetings

E.) Director's Report

1.) Consent Agenda

Approved Motion: The board voted unanimously to approve the consent agenda for this month as presented in the monthly board packet. (Motion: Mr. Elson; Second: Mrs. Quinones).

2.) Quotes from Auditing Firms

The Board reviewed the quotes received from Ginoli (Peoria), Myers & Myers (Beardstown), Phillips, Salmi (Washington), RZ and Associates (Canton/St. Louis), and Wolf, Tesar (Pekin). Phillips, Salmi performs the audit for the City of Canton and came highly recommended.

Approved Motion: The board voted unanimously to approve the quote from Phillips, Salmi, and Associates for \$4250 for the FY15 audit, \$4500 for the FY16 audit, and \$4750 for the FY17 audit. (Motion: Mr. Elson; Second: Mrs. Freiley).

3.) Reference Survey

Mrs. Bunner presented the annual reference survey. The number of questions was slightly higher this March. Staff attributed the increase to assisting customers with printing income tax forms and publications, which are no longer provided free of charge to the library.

4.) FY16 Budget

Mrs. Bunner distributed revised budget drafts to the Finance Committee (Mr. Carter, Mr. Elson, and Mr. Froehling) and Mrs. Duvendack. The group will meet at 4 p.m. on Tuesday, April 28th at 4 p.m. at the library to discuss and finalize a budget to present at the May 20, 2015 meeting. The revisions include a \$9.00 minimum wage, a possible 5.14% increase in health insurance, a new copy machine/coin-op, and a fully funded Per Capita Grant of \$18,380.

5.) J. P. Morgan / Charles D. Ingersoll Trust Update

Mr. Froehling provided a summary of events to date. A sample release has been received from J.P. Morgan and is being reviewed by attorney Bill Tracy of Monticello. The Board discussed the contents of the release as well as a draft for an investment policy for the future successor trustee. Representatives of Graham Hospital, Canton School District, and the library plan to interview successor trustee candidates in the next month or so.

Adjournment: The meeting was adjourned at 4:40 p.m. (Motion: Mr. Elson; Second: Mrs. Van Sickle).

NEXT MEETING: The Board of Trustees will hold their next meeting Wednesday, May 20, 2015, at 4 p.m. at the Parlin-Ingersoll Public Library Board Room.

Attest: _____
Secretary

Date: _____