

# **Parlin-Ingersoll Public Library Board of Trustees**

## **Minutes for February 15, 2017 Meeting**

### **A.) Call to Order:**

**Present:** Pat Carter, Kim Freiley, Ralph Froehling, Trig Meade, Brad O'Brien, Michelle Quinones, Charlotte Van Sickle

**Absent:** Chris Duvendack, Keely Vollmar

### **B.) Approval of Previous Minutes:**

**Approved Motion:** Hearing no objections or corrections, the January 18, 2017 minutes were approved. (Motion: Mr. Meade; Second: Mr. Carter).

**Approved Motion:** Hearing no objections or corrections, the January 25, 2017 minutes from the special meeting were approved. (Motion: Mr. Froehling; Second: Mr. Meade).

### **C.) Public Comments**

There were no public comments.

### **D.) Communications**

#### **eRate Reimbursement**

Mrs. Bunner reported the library received \$3,002.94 for the first eRate reimbursement for funding year 2016.

#### **Elson Memorial Update**

The quotes from Jerime Gendron for the stone work and landscaping and from Kemper Construction for the concrete work have been signed. Mrs. Bunner contacted Mrs. Elson about the final costs. Everything was approved with a possible modification on the height of the base for the statues. Bill Phillips thought ground breaking could occur as early as 1-2 weeks.

### **Director's Activities in January**

Director activities in January: Meeting with Bill Phillips, Rotary Board Meetings, Rotary Luncheons

### **E.) Director's Report**

#### **1.) Consent Agenda**

**Approved Motion:** The board voted unanimously to approve the consent agenda for January as presented in the monthly board packet. (Motion: Mr. Carter; Second: Mr. Meade).

**2.) MidAmerica National Bank Agency Agreement and Investment Policy**

A final copy of the agency agreement approved by the Board in November was signed at the January 25, 2017 meeting at MidAmerica National Bank. Mrs. Bunner distributed a sample copy of an investment policy from attorney Phil Lenzini and a copy of the investment policy of the City of Canton. Rick Imhoff hopes to have a template in the coming months for the Board to consider as well.

**3.) Fulton County Legal Document Assistance**

Mr. Meade told the Board a recent decision by the Illinois Supreme Court will result in the requirement that many non-criminal legal documents only be filed online. A filing station will be available at the courthouse, but the ability to file documents at the library might be a service the library could provide. Discussion ensued regarding staffing and training. Mr. Meade offered to assist with training our staff and will keep the Board informed further when more information on the actual process is finalized.

**4.) Trustee Candidates**

Mr. O'Brien shared information from Mrs. Duvendack that Cathy Ludlum and Jana Emmons expressed interest in serving on the Board replacing the vacancies from retiring members Ralph Froehling and Charlotte Van Sickle. Chris Duvendack will seek reappointment.

**Approved Motion:** Hearing no objections the Board approved sending their recommendation of Cathy Ludlum, Jana Emmons, and Chris Duvendack to the Mayor for reappointment. (Motion: Mr. Froehling; Second: Mrs. Van Sickle).

**5.) Director Evaluation**

The Board discussed the evaluation of Kim Bunner.

**Adjournment:** The meeting was adjourned at 5:00 p.m.

**NEXT MEETING:** *The Board of Trustees will hold their next regular meeting Wednesday, March 15, 2017, at 4 p.m. at the Parlin-Ingersoll Public Library Board Room.*

Attest: \_\_\_\_\_  
Secretary

Date: \_\_\_\_\_