

Parlin-Ingersoll Public Library Board of Trustees

Minutes for March 15, 2017 Meeting

A.) Call to Order:

Present: Pat Carter, Chris Duvendack, Kim Freiley, Ralph Froehling, Trig Meade, Charlotte Van Sickle, Keely Vollmar

Absent: Brad O'Brien, Michelle Quinones

B.) Approval of Previous Minutes:

Approved Motion: Hearing no objections or corrections, the February 15, 2017 minutes were approved. (Motion: Mrs. Freiley; Second: Mrs. Van Sickle).

C.) Public Comments

There were no public comments.

D.) Communications

Statements of Economic Interest

Mrs. Bunner distributed the Statements of Economic Interest. Board members can return them to Mrs. Bunner at the April Board meeting, and Mrs. Bunner will mail them in together.

NASA@My Library Grant

Mrs. Bunner has applied for the NASA@My Library Grant. The grant is to promote STEM learning activities through libraries. Part of the grant will involve activities related to the solar eclipse in August as well as other activities. The grant will require 3 events per year and one must be a high-profile event. Activity kits will also be provided. Letters of support were included from Canton Union School District and Spoon River College. Only 75 grants will be awarded.

Elson Memorial Update

Mrs. Bunner reported a possible change in the choice of paver stone for the Elson Memorial. Nancy Elson spoke with family members who wanted to consider another paver stone. Bill Phillips sought additional pricing on different types of stones. Mrs. Bunner consulted with attorney Phil Lenzini about certain costs being over \$20,000. Since the quotes were sought individually from each contractor, the \$20,000 bid limit would apply to each individual quote. In addition, since the quote had already been accepted and signed, a change order would be required in writing if the extra was more than \$10,000 or if the job would take more than 30 days longer than quoted. Bill Phillips will write a change order for any change. Mrs. Bunner will meet with Mrs. Elson to see if a different paver stone is chosen.

In addition, Mrs. Elson wrote a second check to cover the full cost of the Story Time sculpture (total cost \$12,900), which is almost completed. The original quote from Jerime Gendron is \$15,124.40 for landscaping and stone laying. The concrete quote from Kemper Construction is \$4,375.00. Total donations were \$16,040. Mrs. Elson told Mrs. Bunner the family would cover the overage.

Director's Activities in February

Director activities in February: Speaker at the Salvation Army Lunch Group, Library Director's Lunch, Chamber of Commerce Coffee, Rotary Board Meeting, Rotary Luncheons

E.) Director's Report

1.) Consent Agenda

Approved Motion: The board voted unanimously to approve the consent agenda for February pending an explanation from Auditor Lori Salmi to Treasurer Pat Carter on the premium amortization bond figures in the Income Reports (Motion: Mr. Carter; Second: Mr. Meade).

2.) FY18 Budget Draft

Mrs. Bunner reviewed a tentative budget draft for FY18. Income and expenses were discussed in detail as well as possible reductions. The Board decided to reduce the line item for PC purchases by \$1000 and eliminate the Morningstar database, which has seen minimal use. Mrs. Bunner will present an updated draft for the April meeting. The Board wants to continue to provide existing services, and they were willing to operate at a deficit for the upcoming year.

Adjournment: The meeting was adjourned at 5:10 p.m.

NEXT MEETING: The Board of Trustees will hold their next regular meeting Wednesday, April 19, 2017, at 4 p.m. at the Parlin-Ingersoll Public Library Board Room.

Attest: _____
Secretary

Date: _____