

Parlin-Ingersoll Public Library Board of Trustees

Minutes for April 18, 2018

A.) Call to Order:

Present: Pat Carter, Jana Emmons, Kim Freiley, Laura Kessel, Cathy Ludlum, Trygve Meade, Brad O'Brien, Michelle Quinones, Keely Vollmar

Absent: None

B.) Approval of Previous Minutes:

Approved Motion: Hearing no objections or corrections, the March 14, 2018 minutes were approved. (Motion: Mrs. Freiley; Second: Mrs. Ludlum).

C.) Public Comments

There were no public comments.

D.) Communications

Per Capita Grant FY2018

The library has been awarded a Per Capita Grant for FY2018 in the amount of \$18,380. Due to the continued payment backlog the payment may be significantly delayed. The monies should be expended by June 30, 2019.

Back to Books Grant

The library has been awarded a Back to Books Grant in the amount of \$2500. The monies will be spent on juvenile graphic novels and easy readers.

PLA Conference

Mrs. Bunner thanked the board for covering her costs to attend the Public Library Association conference March 20-24, 2018. She and Cathy Ludlum shared a summary of the meetings attended.

New Staff Hires

Teresa Sprecher has been hired to assist with the Summer Reading Program and Sarah Zink has been hired as a circulation clerk.

Statements of Economic Interest

Mrs. Bunner gathered Statements of Economic Interest and will mail them to the County Clerk.

New Drinking Fountain

A new drinking fountain will be installed by Vaughn's Plumbing at a cost of \$1015.00.

Charles D. Ingersoll Trust

The beneficiaries of the Charles D. Ingersoll Trust will meet on April 25, 2018, at 1 p.m. at the MidAmerica National Bank.

Elson Memorial

The sculptures by Gary Lee Price and the memorial plaque for the Story Time Circle were installed on April 7, 2018. Mrs. Bunner sent a press release to all local media and Isaiah Price, son of artist Gary Lee Price. He plans to share the release in their newsletter.

Director's Activities in March

Director activities in March: Public Library Association Conference, Rotary Fun Weekend, Rotary Luncheons.

E.) Director's Report

1.) Consent Agenda

Mrs. Bunner spoke with Sue Freiley at MidAmerica National Bank. In April Mrs. Freiley transferred \$70,000 from the checking account into the money market account of the reserves trust. There is no limit on the number of withdrawals or the amount of withdrawals in this money market. It currently earns 1.51%.

Approved Motion: The board voted unanimously to approve the consent agenda for March 2018 (Motion: Mr. Carter; Second: Mrs. Quinones).

2.) Approval of Destruction of Verbal Recording

The board had a closed session on October 17, 2016. The minutes had previously been approved, but the Board chose to keep those closed; however, the verbal recording can now be destroyed.

Approved Motion: The board voted unanimously to destroy the verbal recording (Motion: Mrs. Ludlum; Second: Mrs. Quinones).

3.) Request Re-appointment of Trustees

The terms of Kim Freiley, Keely Vollmar, and Brad O'Brien will expire this year. All would like to continue serving on the library board.

Approved Motion: The board voted unanimously to request Mayor McDowell re-appoint Kim Freiley, Keely Vollmar, and Brad O'Brien to another 3 year term. (Motion: Mrs. Kessel; Second: Mrs. Quinones).

4.) Reference Survey March 2018

Mrs. Bunner reviewed the annual reference survey. The number of reference questions has been very low for many years. Many quick, ready reference questions are now “googled.” Research work by students is very minimal.

5.) Lighting and Energy Incentives

Bill Phillips received some information from Ruyle Mechanical in Peoria regarding the solar panels. He would like to study the information further, meet with Mrs. Bunner in the coming weeks to discuss the findings, and present his recommendations at the next Board meeting.

6.) Charitable Giving and Foundations

Mrs. Bunner had been approached by a patron, who had several questions about donations to the library and the establishment of a foundation. After discussing various options and related issues, the board decided it was not interested in establishing a foundation at this time.

7.) FY19 Budget

The board discussed the budget draft as presented as well as possible increases in income from MidAmerica National Bank and the Per Capita Grant. Future capital projects were also discussed. The Board felt comfortable with the amount in the library reserve account at this time to absorb projected overages.

Approved Motion: The board voted unanimously to accept the FY19 budget with expenditures of \$677,635. (Motion: Mr. Meade; Second: Mrs. Emmons).

Adjournment: The meeting was adjourned at 5:15 p.m.

NEXT MEETING: The Board of Trustees will hold their next regular meeting Wednesday, May 16, 2018, at 4 p.m. at the Parlin-Ingersoll Public Library Board Room.

Attest: _____
Secretary

Date: _____