

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
JANUARY 20, 2015

The Trustees of the Mascoutah Public Library held its regular meeting at the library on January 20, 2015 at 7:00 p.m.

Trustees present were Nancy Larson, Roger Grodeon, Wayne Wilhelm, Suzy Friederich, Linda Tribout, Anne Schorr, Jordan Kneschke, and Merly Friedland; absent was Frank Bandre. Also present was Library Director Marian Albers.

President Nancy Larson presided and Merly Friedland recorded the minutes. Discussion on how to conduct library operations during system updates was added to the agenda. No public comments were heard or submitted.

The minutes of the board meeting held on November 18, 2014 were approved as written.

Financial Report: Marian presented the Balance Sheet as of December 31, 2014, the statements of income and expenses for the months of November and December, 2014 and the year-to-date period from May 1, 2014 to December 31, 2014. Total property taxes received came very close to budgeted amount. Actual tax receipts were \$316, 440 versus budget of \$317,911. Expenses are generally in line with the budget. Remaining surplus from prior year is still available to cover other special needs of the library.

Upon a motion by Anne, seconded by Roger, the Board unanimously approved the above financial statements and ordered that the same be filed for audit.

Finance Committee Report: On behalf of the Finance Committee, Anne presented and recommended for Board approval, a Proposed Budget for FY 2015-2016 in the amount of \$389,202. Anne and Marian explained the various changes made from last year's budget in order to reflect more accurately the nature of certain expenses that are associated with the ongoing changes in the delivery of services as well as the maintenance of the library's collection. After discussion, this action was taken:

Upon a motion by Wayne, seconded by Jordan, the Board unanimously accepted the foregoing stated recommendation of the Finance Committee and approved the Proposed Budget for FY 2015-2016 in the amount of \$389,202.

Director's Report: Please refer to the Director's written report for the January, 2015 Board Meeting, with comments and updates on: 1) Disposal of shelving units 2) Lego Club success 3) Lettering on glass doors 4) Restructuring of fines 5) Sam's program upgrade 6) Christmas decorations, and 7) Director meetings and functions.

The reports on circulation and non-resident registrations were reviewed. Marian stated that some more work needs to be done to reflect more accurate statistics for the various items.

The Director brought up these other matters for Board information, discussion, and appropriate action:

Director's Report – continued:

1. Lettering on glass doors – Exclusive Designs from New Baden will be able to do the job for \$190 for replacing the cracked and peeling lettering on the front door and \$85 for lettering on the back door.

Upon a motion by Linda, seconded by Roger, the Board unanimously approved Exclusive Designs to do the lettering job on the front and back doors, as described above at said prices.

2. Restructuring of fines – The Board reviewed the amount of fines currently in effect and decided to make changes thereto.

Upon a motion by Wayne, seconded by Anne, the Board unanimously approved a fine of 10 cents per day for books and allowed the fine on movies, audios and music to remain at \$1.00 per day.

3. New computers for Teen room and staff – This item will be considered at the March meeting, pending receipt of bids.

Old Business: Marian provided more information about the Christmas decorations that we would like to purchase for the library. The Snowflake garland was the popular choice of the Board. Display Sales is the company that sells this, currently on sale at 15% off. The cost for the library will be \$7,051.20. The Friends of the Library has indicated that they would pay for half of the cost.

Upon a motion made by Wayne, seconded by Linda, the Board approved, by unanimous voice vote, the purchase of Christmas decorations for the library for \$7,051.20.

New Business: 1. The Board had considerable discussion regarding closing or leaving the library open during system updates. There was a lot of input from the Board and the Director, based on the effect of prior updates on both the patrons and the staff, and the overall impact on library operations. Mindful of the pro and con and desirous of a thoughtful and practical solution, the Board decided to refer this matter to the Policy Committee for further deliberation. There are concerns to be addressed and decisions to be made to bring the negative impact and distractions of Polaris updates to a minimum for both the patrons and the staff.

2. The Board received and noted “Thank You” cards and notes from Anne Schorr, Linda Belt, Holy Childhood Dinner Auction Committee, and staff member, Deana.

Discussion: The Personnel Committee is scheduled to meet on February 10 and the Policy Committee on January 27.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 8:17 p.m. The next regular Board Meeting will be on March 17, 2015 at 7:00 p.m.

Merly T. Friedland
Secretary