

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
MAY 15, 2018

The Trustees of the Mascoutah Public Library held its regular meeting at the library on May 15, 2018 at 7:00 p.m.

Trustees present and constituting a quorum were Nancy Larson, Roger Grodeon, Frank Bandre, Wayne Wilhelm, Suzy Friederich, Kay Connolly, and Merly Friedland; absent were Jordan Rehfeldt and Bethany McQuiston. Also present was Library Director Marian Albers.

President Nancy Larson presided and Merly Friedland recorded the minutes.

President Nancy Larson administered the Oath of Office on the re-appointed library trustees, Frank Bandre and Merly Friedland.

There were no additions to the Agenda. No public comments were heard or submitted.

Upon a motion by Roger, seconded by Frank, the minutes of the last board meeting on March 20, 2018 were approved as written.

Financial Report: Frank presented the Balance Sheet as of April 30, 2018, the statements of income and expenses for the months of March & April ,2018 and the fiscal year from May 1, 2017 to April 30, 2018. Frank commented on the operations during the fiscal year ending April 30, 2018 and the cash position of the library. Actual revenues during the year were \$368,029 versus budget of \$376,417 – or \$8,388 short of projection. Actual expenses were \$342,624 versus budget of \$376,417 – or remarkably under budget by \$33,793. The fiscal year ended positively with net operating surplus of \$25,404. Frank and Marian will make a decision on how much money to put in special reserve. The library continues to spend its monies wisely, look for ways to save and control costs while delivering high quality service to its patrons.

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

Committee Reports: None

Director's Report: Please refer to the Director's written report for the May 15, 2018 Board Meeting relating to operations and activities since the last meeting and the comparative Library Circulation Report for March & April, 2017 versus March & April, 2018.

The Director brought up other matters for discussion, information and appropriate action. Thereupon, on motions duly made and seconded, the Board unanimously approved the following actions:

- a. Adoption of the FY2018-2019 Board Meeting Schedule.
(Motion by Suzy, second by Frank)
- b. Library's Non-Resident Participation Fee, at a rate of \$125 per year.
(Motion by Roger, second by Frank)

Director's Report - continued:

- c. Enrollment and attendance of Marian, Deanna and Ivy at the 2018 Association of Rural and Small Libraries Conference in September and approval, by unanimous vote, to spend up to \$2,100.00 for this purpose.
(Motion by Roger, second by Frank)
- d. Closing of the library at 3:00 p.m. on August 4th for the Homecoming Parade.
(Motion by Suzy, second by Roger)
- e. Confirm instructions for Executive Session minutes to remain closed and the destruction of closed session tapes.
(Motion by Frank, second by Kay)

Old Business: 1) Debit/credit card transactions at the Library – After considerable discussion, the Board unanimously agreed to rule out this idea as being not practical for library.

2) Parking Lot and Building Lights – Marian has talked to City Manager Cody Hawkins about the possibility of funding this project with IMEA grant. Marian is waiting to hear back from the person that Mr. Hawkins asked her to contact regarding this matter.

3) Rooftop Replacement Unit – A bid for \$7,920 was received from Kohnen Air Conditioning and Heating, Incorporated. Following review and discussion thereof, this action was taken:

Upon a motion by Wayne, seconded by Suzy, the Board approved by unanimous voice the above stated bid for rooftop replacement unit.

New Business: 1) Election of Officers – The Board unanimously re-elected, by acclamation, the following named officers to serve during FY 2018-2019:

(Motion by Suzy, second by Wayne)

President	Nancy Larson
Vice President	Roger Grodeon
Secretary	Merly Friedland
Treasurer	Frank Bandre

2) Library Standing Committee Appointments – President Nancy Larson appointed the following members to serve during FY 2018-2019:

Building & Grounds	Wayne Wilhelm (Chairman) Suzy Friederich, Bethany McQuiston, Marian Albers
Finance	Frank Bandre (Chairman) Merly Friedland, Roger Grodeon, Marian Albers
Personnel	Nancy Larson (Chairman) Roger Grodeon, Kay Connolly, Marian Albers
Policy	Wayne Wilhelm (Chairman) Jordan Refeldt, Kay Connolly, Marian Albers

New Business- continued:

3) Correspondence received: a) Liz Aurbach & Rosie, thanking for their lovely afternoon at the library with CHAMP, the Therapy Dog. b) Todd Rehklaue – gifting the library a 7- issue subscription to Air & Space Magazine. c) CHAMP Assistance Dogs, thanking for the \$300 donation in support of the Dog Therapy Program.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 7:55 p.m. The next Board Meeting will be on August 21, 2018 at 7:00 p.m.

Merly Friedland
Secretary

