

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
JANUARY 16, 2018

The Trustees of the Mascoutah Public Library held its regular meeting at the library on January 16, 2018 at 7:00 p.m.

All of the Trustees were present, namely: Nancy Larson, Roger Grodeon, Frank Bandre, Wayne Wilhelm, Suzy Friederich, Anne Schorr. Jordan Rehfeldt, Kay Connolly and Merly Friedland.

Also present was Library Director Marian Albers.

President Nancy Larson presided and Merly Friedland recorded the minutes. No public comments were heard or submitted.

The Board was very proud of Marian and congratulated her for having been awarded the Melvin Jones Fellowship. This award was presented by the Lions Club International Foundation, its highest form of recognition and embodies humanitarian ideas consistent with Lionism.

The minutes of the board meeting held on November 21, 2017 were approved as written.

Financial Report: Frank presented the Balance Sheet as of December 31, 2017, the statements of income and expenses for the months of November and December, 2017 and the year-to-date period from May 1, 2017 to December 31, 2017. Property taxes received this year were \$303,604 versus budgeted amount of \$304,769. Despite the estimated shortage of \$10,000 in tax receipts, the library came very close to collecting the budgeted amount and came up short by only \$1,165. We are still entitled to receive the \$10,000 in back taxes next fiscal year. Kari Haas will be monitoring the property taxes for the library in May of each year to avoid shortages in the future. Frank stated that income and expenses are generally in line with budget. Overall, year-to-date expenses are below budget by 5.13%..

Upon a motion by Roger, seconded by Kay, 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, Frank presented and recommended for Board approval, a Proposed Budget for FY 2018-2019 in the amount of \$382,590, representing an increase of \$6,173 or 1.64% over FY2017-2018. Frank and Marian gave explanations for the various increases/decreases in the proposed budget. After discussion, this action was taken:

Upon a motion by Wayne, seconded by Suzy, the Board unanimously accepted the foregoing stated recommendation of the Finance Committee and approved the Proposed Budget for FY 2018-2019 in the amount of \$382,590.

Policy Committee Report: The Committee presented and recommended for Board approval the following additions/updates to library policies: *Upon a motion by Anne, seconded by Jordan, the Board unanimously approved the recommendation of the Committee to adopt the following: 1) Sexual Harassment Policy 2) Security Cameras and 3) Various other changes/updates to policies, as presented.*

Director's Report: Please refer to the Director's written report for the January, 2018 Board Meeting, the Comparative Library Circulation Report for November/December 2016 and November/December 2017 and Non-Resident Registrations.

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

1. Old Overhead Projector – *Upon a motion by Suzy, seconded by Wayne, the Board unanimously authorized Marian to properly dispose of the said equipment.*
2. Use of debit and credit cards for library transactions – Marian will look further into this matter.
3. Parking Lot and Building Lights – Suzy suggested improved lighting for the whole building. Marian will look into the possibility of having the City help us this project, possibly with TIF money or other means of financial support.

Old Business: None.

New Business: The Board received and noted “Thank You” cards and notes from Carol Bandre for the Christmas gift card and from the Mascoutah Senior Center for the donation to the annual Wine and Cheese/Beer and Brats Party.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 8:00 p.m. The next regular Board Meeting will be on March 20, 2018 at 7:00 p.m.

Merly T. Friedland
Secretary