

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
MAY 16, 2017

The Trustees of the Mascoutah Public Library held its regular meeting at the library on May 16, 2017 at 7:00 p.m.

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

President Nancy Larson presided and Marian Albers recorded the minutes.

President Nancy Larson administered the Oath of Office on the re-appointed library trustees, Suzy Friederich and Jordan Kneschke.

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

Upon a motion by Suzy, seconded by Roger, the minutes of the last board meeting on March 21, 2017 were approved as written.

Financial Report: Frank presented the Balance Sheet as of April 30, 2017, the statements of income and expenses for the months of March & April, 2017 and the fiscal year from May 1, 2016 to April 30, 2017. Frank commented on the favorable result of operations for the fiscal year ending April 30, 2017 and the cash position of the library. The State did not distribute per capita grant this year. No savings were tapped to pay for expenses this year. It was noted that the 2017 Library Budget for PPRT (Personal Property Replacement Tax) was based on the amount that was allocated by the City in 2016. The budgeted amount, however, turned out to be not realistic, due to lack of knowledge by the library that the City had overpaid the Library for prior year's PPRT. The City then demanded the return of the overpayment, which significantly reduced the library's PPRT receipts for 2017. The City needs to be held accountable for its mistakes affecting the Library and should inform the Library as promptly as possible. Frank mentioned that A/C # 4107, Mobile Home Tax, will be eliminated and then reclassified into A/C # 4101, Property Taxes.

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.

Personnel Committee Report: The Board reviewed the Library Salary Schedule, as prepared by the Personnel Committee. It listed the levels of staff positions, salary ranges, and scope of responsibilities.

Upon a motion by Suzy, seconded by Frank, the Board unanimously approved the Library Salary Schedule as a guide for setting employee pay.

Director's Report: Please refer to the comparative Library Circulation Report for March & April, 2016 versus March & April, 2017 and the Director's written report for the May, 2017 Board Meeting relating to library operations and activities since the last Board meeting.

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:

Director's Report - continued:

- a. Adoption of the FY2017-2018 Board Meeting Schedule.
(Motion by Roger, second by Jordan)
- b. Library's Non-Resident Participation, effective July 1, 2017, at a rate of \$125 per year.
(Motion by Frank, second by Suzy)
- c. Enrollment and attendance of Marian/other staff members at the 2017 Illinois Library Association Conference and approval to spend up to \$1,500.00 for this purpose.
(Motion by Suzy, second by Frank)
- d. Closing of the library at 3:00 p.m. on August 5th for the Homecoming Parade.
(Motion by Suzy, second by Roger)
- e. Confirm instructions for Executive Session minutes to remain closed.
(Motion by Anne, second by Jordan)

Old Business: None

New Business: 1) Election of Officers – The Board unanimously re-elected, by acclamation, the following named officers to serve during FY 2017-2018:

(Motion by Suzy, second by Anne)

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

2) Library Standing Committee Appointments – President Nancy Larson re-appointed the current members of all Committees to serve during FY 2017-2018:

Building & Grounds	Wayne Wilhelm (Chairman) Suzy Friederich, Roger Grodeon, Marian Albers
Finance	Frank Bandre (Chairman) Merly Friedland, Anne Schorr, Marian Albers
Policy	Linda Tribout (Chairman) Jordan Kneschke, Wayne Wilhelm, Marian Albers
Personnel	Nancy Larson (Chairman) Roger Grodeon, Linda Tribout, Marian Albers

Other Discussions: Library District – In order for the Board to learn more about the pros and cons of being a Library District, Attorney Phil Lenzini will attend the next Board meeting by telephone.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 7:53 p.m. The next Board Meeting will be on August 15, 2017 at 7:00 p.m.

Marian Albers
Secretary of the Meeting