

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
SEPTEMBER 17, 2019

The Trustees of the Mascoutah Public Library held its regular meeting at the library on September 17, 2019 at 7:00 p.m.

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

President Nancy Larson presided and Merly Friedland recorded the minutes. There were no additions to the agenda and no public comments were heard or submitted.

The minutes of the last board meeting held on August 20, 2019 were approved as written.
(Motion by Suzy, second by Roger)

Financial Report: Frank presented the Balance Sheet as of August 31, 2019, and the statements of income and expenses for the month of August, 2019 and the year-to-date period from May 1, 2019 to August 31, 2019. During the first four months (4/12ths or 33.33%) of the current fiscal year, the flow of income has been very good and expenses were much in line with the budget. Total receipts of \$217,356 represents 53.69% of budget. Total expenses of \$143,754 represents 35.5% of budget. Frank stated that we are close to receiving all of the tax monies. There are no unusual issues to be addressed at this time and in the foreseeable future.

The Board unanimously approved the above financial statements and ordered that the same be filed for audit. ***(Motion by Roger, second by Kay)***

Committee Reports: 1. Finance Committee plans to meet in October to work on the Levy.

2. Personnel Committee is going to expand the description of Staff Classification, to cover experience and level of education in more detail.

Director's Report: Please refer to the Director's detailed written report for the September, 2019 Board Meeting, the Comparative Library Circulation Report for August, 2018 and August, 2019, and Non-Resident Registrations for FY 2019-20.

The Director brought up the following other matters for information, discussion and appropriate action:

1. The Mascoutah Chamber of Commerce will present a plaque for the Library's 90TH Anniversary at its annual dinner on the third weekend of January, 2020. The Library Board, Director and Staff are invited to attend.
2. Book Sale will be held on September 20, 21 & 23, 2019.
3. Thanksgiving Eve hours – After study and consideration of library activity and foot traffic experienced every year, the Board unanimously approved the closing of the Library a 5:30 p.m. on Thanksgiving Eve of 2019. ***(Motion by Suzy, second by Kay)***

Old Business: None

New Business: 1. Per Capita Grant Requirements – The Library Board and Director reviewed in detail the following materials:

Chapter 8 – Public Services: Reference and Reader’s Advisory Services/Advisory Standards/ Advisory Services checklist.

Chapter 11 – Trustee Facts File, Third Edition.

Correspondence – Read a letter from John Zerjal, expressing great thanks and appreciation for the 11+ great years as a member of the library staff.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 7:45 p.m. The next Board Meeting will be on November 19, 2019 at 7:00 p.m.

Merly T. Friedland, Secretary
Secretary