

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
MAY 17, 2011

The Board of Trustees of the Mascoutah Public Library held its regular meeting at the library on May 17, 2011 at 7:00 p.m.

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

President Nancy Larson presided and Merly Friedland recorded the minutes.

No public comments were heard or submitted, and there were no additions to the agenda. The minutes of the last Board meeting held on March 15, 2011 were approved as written. The Board confirmed its' approval of the following action, given either by electronic mail or by telephone, since the last meeting: *April 28, 2011 – authorized the library to host the High School Finals Night on May 18, 2011 from 7-9 p.m., and approved the early closing of the library at 6:30 p.m. on said date.*

Financial Report: Frank presented the Balance Sheet as of April 30, 2011 and the Statements of Income & Expenses for the month of April, 2011 and the fiscal year from May 1, 2010 to April 30, 2011. The fiscal year ended positively; actual revenues of \$311,202 represented nearly 100% of projected revenues of \$312,436. Actual expenses of \$284,569 represented 91.09% of budgeted amount of \$312,416. In summary, the fiscal year ended with a surplus of approximately \$28,000, to be carried over to the new fiscal year. The surplus will not only strengthen the library's ability to enhance its collection, programs and services, but it will also help the library to meet merger-related expenses and new challenges. The library has been reimbursed for expenses incurred by Marian in connection with the merger. The Director consistently monitors operating expenses to achieve savings and economies, as so proven by the amounts under "Operating Expenses" category - \$65,245 actual vs. \$75,838 budget during the year.

The above financial statements, as well as the statements for March 2011, previously submitted to the Board by mail or e-mail, were approved and ordered filed for audit.

Policy Committee Report: On behalf of the Committee, Linda presented and recommended for Board approval, a proposed Wireless Internet Use Agreement for the library. After discussion, this action was taken:

Upon a motion made by Suzy, seconded by Roger, the Board unanimously accepted the above recommendation of the Policy Committee and approved the Mascoutah Public Library Wireless Internet Use Agreement, as presented.

Director's Report: Please refer to the Director's written report for March and April, 2011, with details on circulation statistics, interlibrary loans, other resources, and non-resident registrations. The report included comments and updates on: 1) Library System Merger 2) Shawnee Library Board actions 3) Equipment purchases 4) High School class visits 5) April Book Sale 6) Laminator pricing 7) Director's/Staff meetings and events, and 8) Meeting and Study Room Use.

The Director brought up the following other matters for Board consideration. After discussion, and upon motions duly made and seconded, the Board unanimously approved the following actions:

Director's Report-Continued:

- 1) Approved the FY 2011-2012 Board meeting schedule.
(Motion by Roger, second by Frank)
- 2) Approved instructions for Executive Session minutes to remain closed.
(Motion by Frank, second by Roger)
- 3) Approved the library's Non-Resident Participation, effective as of July 1, 2011, at the current rate of \$100 per year.
(Motion by Roger, second by Suzy)
- 4) Approved, by unanimous voice vote, the enrollment and attendance of Marian at the Illinois Library Association conference in October, 2011 in Rosemont, Illinois, at a cost of approximately \$1,000.
(Motion by Wayne, second by Anne)
- 5) Approved, by unanimous voice vote, the purchase of a Digital Roll Laminator for \$1,549.
(Motion by Linda, second by Wayne)

Unfinished Business: None

New Business: 1) Election of Officers – The Board unanimously re-elected, by acclamation, the following named officers to serve during FY 2011-2012:

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

- 2) Correspondence received:
 - a. Todd Rehklau - a gift of 1-year subscription to "Air and Space" magazine.
 - b. Jesse White, Secretary of State – a letter to inform that the library was awarded a per capita grant of \$6,898.27 for FY 2011.
 - c. Mascoutah Community High School – a letter to thank the library for serving as training station for the Cooperative Career Education Program for 2010-2011.
 - d. Schroeder & Schroeder Law Offices – a letter to inform that, due to exhaustion of assets of an Estate, there are no funds left to distribute to the library, which was named a residual beneficiary of the Estate.
 - e. Mayor Daugherty – a letter to confirm the re-appointment of Wayne, Judy and Suzy as library trustees for 3-year term each, to April 30, 2014.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 8:15 p.m. The next Board Meeting will be held on August 16, 2011.

Merly T. Friedland
Secretary

