

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
JANUARY 15, 2019

The Trustees of the Mascoutah Public Library held its regular meeting at the library on January 15, 2019 at 7:00 p.m.

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

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

Financial Report: Frank presented the Balance Sheet as of December 31, 2018 and the statements of income and expenses for the months of November and December, 2018 and the (8-month) year-to-date period from May 1, 2018 to December 31, 2018. Property taxes received this year were \$308,636, just very slightly below budgeted amount of \$310,123. Total year-to-date receipts indicated a positive trend at \$398,510 versus budget of \$383,090, an increase of \$15,420. The income increases were primarily attributable to tort judgement/liability & payroll related levies, donations, per capita grant, Back to Books and IMEA grants. Year-to date expenses are below budget by 2.17% - \$246,800 actual versus \$382,590 budget. Overall, Frank stated that things are going very well.

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

Finance Committee Report:

1) Budget - On behalf of the Finance Committee, Frank presented and recommended for Board approval, a Proposed Budget for FY 2019-2020 in the amount of \$404,849, representing an increase of \$22,259 or 5.82% over FY2018-2019 of \$382,590. Frank and Marian gave explanations for the various increases/decreases in the proposed budget, as dictated by anticipated changes and adjustments in the incoming fiscal year. After discussion, this action was taken:

Upon a motion by Wayne, seconded by Jordan, the Board unanimously accepted the foregoing stated recommendation of the Finance Committee and approved the Proposed Budget for FY 2019-2020 in the amount of \$404,849.

2) Investment Policy – Frank presented a document entitled “Investment Policy” for review and consideration by the Board. After discussion, it was agreed that this matter be looked at further and brought up again at the next Board meeting.

3) Transfer of Monies from Regions Bank – The Board reviewed the various funds that are held in local banks. Frank made a recommendation to move some of the funds from Regions Bank to Citizens Bank,

Finance Committee Report- continued

to be invested in certificates of deposit that have higher yields. Frank suggested that funds in the Alice Rieder Memorial Fund and the Special Reserve Fund be used for this purpose.

Upon a motion by Suzy, seconded by Wayne, the Board unanimously approved, by unanimous voice vote, the transfer of up to \$120,000 from Regions Bank to Citizens Bank, from the above stated Funds, and further authorized the Treasurer to invest said amount in certificates of deposits, in \$10,000 increments, with maturities of up to 24 months from date of purchase.

Director's Report: Please refer to the Director's written report for the January, 2019 Board Meeting, the Comparative Library Circulation Report for November/December 2017 and November/December 2018 and Non-Resident Registrations.

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

1. Library's 90th Birthday – The library will turn 90 years old in November, 2019. To celebrate this milestone, the library has ordered a banner to hang outside and will be doing promotions throughout the year.
2. Old Microfilm Reader – This equipment will soon be replaced by the Pro-Scan 3000 machine. Marian suggested that it be donated to other organizations.

Upon a motion by Kay, seconded by Roger, the Board unanimously authorized the donation of the old microfilm reader to the Mascoutah Historical Society.

3. Finals Night – It was noted that there was no Finals Night during the first semester of this school year, as the School Librarian decided not to offer it this time. In light of the success of and high participation rate in this program, the Board believes this program is worth offering by the school. Suzy will follow up on this matter with the proper school officials and encourage the use of the Library for Finals night on a continuing basis. Furthermore, the Library has received several phone calls regarding the availability of the library for this purpose.

Old Business: None.

New Business: 1) ILA Legislative Breakfast – Please let Marian know if you wish to attend.

2) Play-away audio books are now available, purchases of which were made possible by donations in honor of Library Board President Nancy Larson's retirement from her law practice.

3) The Board received and noted several "Thank You" and "Christmas" cards from our patrons.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 7:53 p.m. The next regular Board Meeting will be on March 19, 2019 at 7:00 p.m.

Merly T. Friedland
Secretary