

MASCOUTAH PUBLIC LIBRARY  
MEETING OF THE BOARD OF TRUSTEES  
MAY 17, 2016

The Trustees of the Mascoutah Public Library held its regular meeting at the library on May 17, 2016 at 7p.m.

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

President Nancy Larson presided and Linda Tribout recorded the minutes.

President Nancy Larson administered the Oath of Office on the re-appointed library trustees: Roger Grodeon, Linda Tribout and Nancy Larson.

The minutes of the last board meeting on March 15, 2016 were approved as written.

#### FINANCIAL REPORT

Marian presented the Balance Sheet as of April 2016. Expenses at this time are at 86%. Income at this time is at 108% due to an increase of revenues and receipts as budgeted. The PPRT income will decrease because of clerical errors, to re-coop the over payment the PPRT will come in at \$4,500.

Upon a motion by Linda and seconded by Jordan the Board unanimously approved the financial statements and ordered that the same be filed for audit.

#### COMMITTEE REPORTS

No committee reports at this time.

#### DIRECTOR'S REPORT

Marian presented the circulation report with a comparative report for March and April 2015 and March and April 2016.

The Director brought up other matters for discussion, information and appropriate action. Thereupon motions were duly made and approved the following actions

- a. Adoption of the FY2016-2017 Board Meeting Schedule  
(Motion by Suzy, seconded by Jordan)  
May 17, 2016  
August 16, 2016  
September 20, 2016  
November 15, 2016  
January 17, 2017  
March 21, 2017
- b. Library's Non-Resident Participation effective July 1, 2016 at a rate of \$125 per year.  
(Motion by Jordan, seconded by Roger)
- c. Enrollment and attendance of Marian / other staff members at the 2016 Illinois Library Association Conference (Oct 18, 19, 20) and approval to spend up to \$1,400 for this purpose.  
(Motion by Suzy, seconded by Jordan)
- d. Closing of the library at 3:00p.m. August 6<sup>th</sup> for the Homecoming Parade  
(Motion by Jordan, seconded by Wayne)
- e. Confirm instructions for Executive Session minutes to remain closed.  
(Motion by Wayne seconded by Suzy)

#### OLD BUSINESS

The Board members reviewed the bid by Lazerware for installation of fiber optic cabling at \$2,782.24. Upon a motion by Jordan and seconded by Roger the Board unanimously approved by roll call vote the bid at \$2,782.24 for installation of the fiber optic cabling.

#### NEW BUSINESS

1. Election of Officers—the Board unanimously re-elected by acclamation the following named officers to serve during FY2016-2017.

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

2. Library Board Committee Appointments---Nancy Larson re-appointed the current members of all committees to serve FY2016-2017

#### BUILDING & GROUNDS

Wayne Wilhelm—Chair  
Suzy Friederich  
Roger Grodeon  
Marian Albers

#### FINANCE

Frank Bandre---Chair  
Merly Friedland  
Anne Schorr  
Marian Albers

#### POLICY

Linda Tribout ---Chair  
Jordan Kneschke  
Wayne Wilhelm  
Marian Albers

#### PERSONNEL

Nancy Larson---Chair  
Roger Grodeon  
Linda Tribout  
Marian Albers

3. Marina asked the Board for approval to donate old shelving units to the libraries Doyle, Lebanon and Dongula  
(Motion by Suzy seconded by Jordan) Motion approved.
4. Marian presented an Emergency Response booklet for the Board's consideration. The booklet includes incident/accident reports, active shooter, CPR, fire plans, evacuation plans etc. The board members after discussion decided the booklet is a good starting point and we should ask the Chief of Police and EMS staff for input as we develop a booklet.
5. The library logo contest using Mascoutah high school students and residents is still under consideration.
6. Marian mentioned that once the birds that were donated to the library by Dale and Donna Schlueter have been received from the taxidermist (about a year from now) she will contact the Mascoutah high school workshop instructor about a display cabinet.
7. Marian discussed the proposed TIF and share a map showing proposed TIF3. TIF 1 will be expiring and proposed TIF 3 will be north of town toward the airport.
8. Marian shared the photos and story on the front page of the News Democrat about "Bat Lady's" visit to the children story time.

**ADJOURNMENT:**

There being no further business, President Nancy declared the meeting adjourned at 7:50 p.m. The next board meeting will be on August 16, 2016 at 7:00