

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
NOVEMBER 19, 2019

The Board of Trustees of the Mascoutah Public Library held its regular meeting at the library on November 19, 2019 at 7:00 p.m.

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

President Nancy Larson presided and Merly Friedland recorded the minutes.

One item was added to the agenda, regarding the High School Finals Night. No public comments were heard or submitted.

The minutes of the last board meeting held on September 17, 2019 were approved as written.
(Motion by Frank, second by Wayne)

Financial Report: Frank presented the Balance Sheet as of October 31, 2019, the statements of income and expenses for the months of September and October, 2019 and the year-to-date period from May 1, 2019 to October 31, 2019. During the first half of the fiscal year, total income was \$357,351, representing 88.3% of budget. Corporate taxes were \$282,831, representing 86.9% of budget. We received \$10,710 in per capita grant, which is more than double the amount we had expected this year. The CDs have generated interest income of \$2,100. Total expenses were \$209,843 representing 51.8% of budget. Overall, expenses are generally in line with budget at this point of the fiscal year. The library is in sound cash position.

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

Finance Committee Report: On behalf of the Committee, Frank presented and recommended, for Board approval, the following rates to levy for FY 2020-2021, based on an estimated EAV of \$139,597,390.

General Fund	0.2530	\$353,181	IMRF	0.0110	\$15,355
Building/Maint.	0.0070	\$ 9,771	Social Security	0.0109	\$ 15,216
Medicare	0.0025	\$ 3,490	Insurance/Tort	0.0060	\$ 8,376
TOTAL	0.2904	\$ 405,389			

The levy rate of 0.2904 is the same rate for prior FY 2019-2020 – no change. Individual levies were adjusted downward/upward, based on foreseeable needs.

Frank informed the Board that, in order to give a timely response to the City's request, the Finance Committee had submitted the above levy to the City of Mascoutah prior to Board approval. The Committee then requested the Board to approve and ratify this action.

Finance Committee Report-continued:

Upon a motion by Suzy, seconded by Kay, the Board unanimously approved the recommendation of the Finance Committee to set the FY 2020-2021 levy, at the above stated rates, and further approved and ratified the action of the Finance Committee of having submitted the same levy to the City of Mascoutah.

Director's Report: Please refer to the Director's detailed written report for the November, 2019 Board Meeting and the Comparative Library Circulation Report for September/October, 2019 and September/October, 2018.

The Director brought up the following other matters for information, discussion, and appropriate action. Thereupon, the Board unanimously took these actions:

1. Authorized spending of up to \$600 for Staff Christmas Gifts, in the form and nature to be determined by the Director. (*Motion by Suzy, second by Roger*)
2. Mascoutah Chamber of Commerce Annual Dinner – to be held on January 18, 2020. A presentation will be made to the Library, in commemoration of its 90th anniversary. The Chamber has invited the Library Board, Director and Staff to attend the dinner.

The Board unanimously authorized the library to pay for the dinner of all those who are going to attend the event and represent the library. (*Motion by Frank, second by Wayne*)

3. High School Finals Night – This will be held at the library on December 16, 2019. The Board unanimously approved the closing of the library at 5:30 p.m. on said date. (*Motion by Frank, second by Wayne*)

Old Business: Per Capita requirements for Board and Staff – Marian reminded that these need to be completed by the end of this year.

New Business: 1. Purchase of Meeting Room projector – Under proper and continuing authorization, Frank (Treasurer) and Wayne (Chairman of Building and Grounds Committee) have caused the purchase of a projector from Tony Sax for \$3,000.

The Board approved and ratified, by unanimous voice vote, the action of the foregoing named Trustees and the purchase of the projector. (*Motion by Suzy, second by Roger*)

2. The Personnel Committee will meet before the March, 2020 Board meeting for policy changes and staff raises for FY 2020-2021.
3. Correspondence received and noted – Thank You Cards/Letters from: a) Mascoutah Chamber of Commerce- for the help with the Fall Festival car show and generous donations b) Alfa Octoberfest – for contribution to their fundraising event in support of program for adults with developmental disabilities, and, c) The Mascoutah Tuesday Woman's Club -for help and support with the MTWC Santa Breakfast.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 8:00 p.m. The next Board Meeting will be on January 14, 2020 at 6:00 p.m.

Merly T. Friedland, Secretary