

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
MAY 22, 2012

The Board of Trustees of the Mascoutah Public Library held its regular meeting at the library on May 22, 2012 at 7:00 p.m.

All of the Trustees were present, namely: Nancy Larson, Roger Grodeon, Frank Bandre, Wayne Wilhelm, Suzy Friederich, Linda Tribout, Anne Schorr, Jordan Kneschke and Merly Friedland. Also present was Library Director Marian Albers.

President Nancy Larson presided and Merly Friedland recorded the minutes.

No public comments were heard or submitted. The minutes of the last Board meeting held on March 20, 2012 were approved as written.

Financial Report: Frank presented the Balance Sheets as of March 31, 2012 and April 30, 2012 and the related monthly and current fiscal year-to-date Statements of Income & Expenses. Frank commented on the result of operations for the fiscal year ending April 30, 2012, which yielded a surplus of \$36,697. Actual expenses were below budget by approximately 11.4%. Total expenses were \$286,173 as against budgeted amount of \$322,870. Savings were achieved through various cost control measures during the past two years while a portion of the surplus is attributable to unused budget for conversion. Frank recommends utilizing the surplus on new projects and improvements. The Board has taken the initial step of giving consideration to landscaping needs and lettering on the building. The Building and Grounds Committee is looking into these projects.

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

Building & Grounds Committee: On behalf of the Committee, Wayne reported on the evaluation and acceptance of the landscaping proposal by Paul Schorr, as well as the bids on this project. Paul has reviewed the bids and agreed with the Committee's choice. The Committee also reported on the lettering on the building and the bid received on it. After discussion, Wayne then recommended, for Board approval, the committee's decision regarding the above mentioned projects. The following actions were taken:

Upon a motion made by Roger, seconded by Jordan, the Board approved, by unanimous voice vote, the recommendation of the Building and Grounds Committee to implement the landscaping proposal by Paul Schorr and to accept the bid of Outdoor Creative Landscapes to do the landscaping for \$11,320.

Upon a motion made by Anne, seconded by Roger, the Board approved, by unanimous voice vote, the recommendation of the Building and Grounds Committee to do the lettering on the building with the 15" Architectural style and to accept the bid of Signs & Designs to do the lettering for \$1,034.10 plus shipping costs.

Director's Report: Please refer to the Director's written report for May 2012, with details on circulation statistics, interlibrary loans, other resources, and non-resident registrations. The report included comments and updates on: 1) Roof Grant 2) Landscaping 3) Polaris Circulation System 4) Reading is Sooo Delicious summer reading 5) High School Finals Night 6) ILA Conference 7) Director's meetings/events, and 8) Meeting and Study Room Use.

The Director then brought up other matters for discussion, information and appropriate action. Thereupon, the Board acted as follows:

Director's Report –continued:

1. Unanimously approved the FY 2012-2013 Board Meeting Schedule.
(Motion by Suzy, second by Frank)
2. Unanimously approved the library's Non-Resident Participation, effective as of July 1, 2012, at a rate of \$125 per year.
(Motion by Linda, second by Frank)
3. Unanimously approved instructions for Executive Session minutes to remain closed.
(Motion by Roger, second by Anne)
4. Approved, by unanimous voice vote, the enrollment and attendance of Marian at the Illinois Library Association Conference on October 8-11, 2012 in Peoria, Illinois, at a cost of approximately \$1,000.
(Motion by Suzy, second by Wayne)
5. Unanimously approved the closing of the library to the public at 6:00 p.m. on June 6 due to the High School Finals Night event.
(Motion by Suzy, second by Roger)

Unfinished Business: Roof Grant – The library has received the signed contract from the State Library. Bid notice will be placed in the Herald and Belleville-News Democrat this week. Bids will be opened at the City Hall at 10:00 a.m. on May 31.

New Business: 1) A list of President Nancy's appointments to the Standing Committees for FY2012-2013 was distributed to the Trustees. 2) Linda cited a new policy for summer reading program, which requires registration deadline, with exceptions to newcomers. Policy to be posted at the library and communicated by flyers. 3) Pursuant to Public Officers Law for public officials, President Nancy administered the Oath of Office by Trustees. 4) Noted the re-appointment of Frank, Anne, Jordan and Merly as Trustees for a 3-year term, beginning May 1, 2012.

Adjournment: There being no further business, President Nancy, declared the meeting adjourned at 7:47 p.m. The next Board Meeting will be held on August 21, 2012.

Merly T. Friedland
Secretary