

MORRISON-TALBOTT LIBRARY BOARD OF TRUSTEES

11 JUNE 2018 MINUTES

The Morrison-Talbott Library Board of Trustees met on Monday, 11 June 2018 at 6:30 p.m. in the library. President, Vickie Gardner presided. Trustees present included:

Vickie Gardner	P	Sharon Glessner	P	James Hopkins	A
Andrew Mayer	A	Jennifer Mechler	A	Jared Nobbe	P
Kenneth Perkins	P	Judith Tomlinson	P	Rita Trantham	A

Others Present: Elaine Steingrubey, Library Director.

Andy Mayer moved to approve the agenda. Judi Tomlinson seconded the motion. Motion carried.

Sharon Glessner moved to approve the consent agenda as amended. Jared Nobbe seconded the motion. Motion carried.

The Friends Rubber Duck Hunt is scheduled for Saturday, 20 October at Acorns Golf Links. The next quarterly meeting is scheduled for Wednesday, 11 July at 6:30 p.m. in the library.

The Summer Reading Program has begun. Programs are scheduled for the Summer Reading Program throughout June and July. The library is working on the grants we have received. They are on target. The Illinois Public Library Annual Report (IPLAR) is in process and will be submitted prior to the deadline of 30 June 2018. The library has dealt with a few patron issues. The police were called to talk with a couple who were fighting in the parking lot. A patron who checked out workbooks and allowed her child to complete the assignments in the works was unhappy that a note had been placed on her card stating that she is not check out any more workbooks. Interviews are going well. One full-time staff member is still working part-time per her work note. The library director is scheduled to have hand surgery on 21 June 2018, and will be off work for a few weeks.

The Board was asked for suggestions to fill the seat vacated by Jen Mechler. President, Vickie Gardner, asked the Board to send suggestions to her or to the Library Director.

Jared Nobbe reported that the Budget and Finance Committee met with Randy and Ann Rudloff on Thursday, 7 June 2018 to discuss the parking lot lease. The property is not for sale at this time. The Rudloffs took a copy of the lease and will review it. They seemed amenable to a 5-year lease. The Library and the Rudloffs will keep in touch during that timeframe regarding the status of the property, so that at the end of the lease the Library is not left without additional parking with little or no notification.

The Building and Grounds Committee met just prior to the Board meeting to review the questions on the parking lot estimates. The library had received three estimates on repairing, sealing and striping the parking lot. Based on the current depth of the lot, the committee eliminated estimates for asphalt at a depth of less than 3". Additional questions regarding the grade of the asphalt and the timing of the project were addressed. The 3" bids were as follows: Moore Asphalt, Inc. - \$19,190; Sonnenberg Asphalt Co., Inc. - \$21,683; Rooter Asphalt, Inc. - \$22,815. As all three bidders were considered reputable and agreeable to work with, the recommendation from the Building and Grounds Committee is to accept Moore Asphalt's estimate for parking lot repairs. Jared Nobbe seconded the motion. Motion carried. Jim Hopkins will contact the bidders with the results.

Many of the chairs throughout the library have worn and/or torn upholstery and have scuffed wood. Sharon Glessner presented to the Building and Grounds Committee information on re-upholstering and

repairing scuffs on the wooden chairs in the library. Upholsterer, Nancy Hagen, gave the committee an estimate of \$25 - \$30 per chair for the re-upholstery and repair work, with the library supplying the fabric. Sharon Glessner calculated that with the cost of the fabric, it would be approximately \$35 per chair to reupholster and refinish them. The Building and Grounds Committee recommended that the Board authorize the repair and re-upholstery of the chairs at a cost not to exceed \$1600. Ken Perkins seconded the motion. Motion carried.

Each year, the board must review the decision to offer non-resident cards for sale, the method for determining the cost of a non-resident card, and the cost of the card. Sharon Glessner made a motion that for the year beginning 1 July 2018 and ending 30 June 2019, the Morrison-Talbott Library shall participate in the non-resident card program, and that the fee for a non-resident card shall be determined by the General Mathematical Formula developed by the Illinois State Library. Andy Mayer seconded the motion. Motion carried. The fee for a non-resident card beginning 1 July 2018 and ending 30 June 2019 shall be \$89.66.

Ken Perkins moved to adopt the attached Prevailing Wage Resolution. Jared Nobbe seconded the motion. Motion carried.

The Board's officers serve a one-year term, which begins 1 July and expires 30 June. Each officer may hold the same position for two terms. Current officers are Vickie Gardner, President; Sharon Glessner, Vice-President and Jared Nobbe, Secretary-Treasurer. Vickie, Sharon and Jared are all eligible to serve another term. Judi Tomlinson moved to re-elect the following slate of officers:

Vickie Gardner, President
Sharon Glessner, Vice-President
Jared Nobbe, Secretary-Treasurer

Ken Perkins seconded the motion. Motion carried.

As the officers remained the same, there is no need for a new Corporate Resolution. The current Resolution remains in effect.

The Association for Rural & Small Libraries (ARSL) will be hosting a conference in Springfield, Illinois, from 13 – 15 September 2018. The ARSL Conference, along with several other continuing education opportunities, had been discussed at the February and March Board meetings. Sharon Glessner made a motion to pay the expenses to send two (2) library team members to the 2018 ARSL conference. Judi Tomlinson seconded the motion. Motion carried.

The next Morrison-Talbott Library Board of Trustees regular meeting is scheduled for Monday, 9 July 2018 at 6:30 p.m. in the library. Ken Perkins made a motion, seconded by Jared Nobbe to adjourn the meeting. Motion carried. Meeting adjourned at 7:12 p.m.