MORRISON-TALBOTT LIBRARY BOARD OF TRUSTEES
10 SEPTEMBER 2018 MINUTES

The Morrison-Talbott Library Board of Trustees met on Monday, 10 September 2018 at 6:30 p.m. in the library. President, Vickie Gardner presided. Trustees present included:

Vickie Gardner	P	Sharon Glessner	P	James Hopkins	PARC
Phillip Kelley	P	Andrew Mayer	A	Jared Nobbe	P
Kenneth Perkins	P	Judith Tomlinson	P	Rita Trantham	P

Others Present: Elaine Steingrubey, Library Director.

Secretary-Treasurer, Jared Nobbe, administered the Oath of Office to new trustee, Phillip Kelley. President, Vickie Gardner, welcomed Mr. Kelley, who stated he is looking forward to working with the Library Board. His grandfather had served on the Board in the 1980's and he is honored to follow in his footsteps.

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

Ken Perkins moved to approve the consent agenda. Rita Trantham seconded the motion. Motion carried.

The Friends of MTL meet quarterly on the second Wednesday of the month. The next regularly scheduled Friends meeting will be held on Wednesday, 10 October 2018 at 6:30 p.m. in the library. The Friends are focusing on increasing membership. Please join the Friends and encourage your friends and family to join the Friends of the Library in supporting MTL.

The Board was asked to review Chapters 6 – 10 of the Trustee Fact File and familiarize themselves with services provided by the Illinois Veterans' History Project prior to the October Board meeting. The Illinois Veterans' History Project can be found at
http://www.cyberdriveillinois.com/departments/library/public/veteransproject.html.

Library Director, Elaine Steingrubey and Assistant Director, Jamie Wratchford met with Mike Schneider of Quadrant Designs to discuss some construction/renovation items as directed at the August Board meeting. Mike was asked to gather information on installing accessible doors on the library building and to move forward on installing the shutters at Col. Morrison's home. There was a preliminary discussion on using funds from the Dorothy Dodge insurance policy to add meeting space in the lower level of the library. Mike had initially drawn up plans for a small meeting room in that area. He also had suggestions for other renovations which could be included in a long range plan for the library facility. After the discussion with the Director and Assistant Director, Mike was going to review and revise his drawings to present to the appropriate committees, who will take the information to the full Board. Ken Perkins asked about the accessibility at Col. Morrison's home and suggested that Mike also address an accessible door and entrance at Col. Morrison's home while the library is installing one on the main facility.

Ken Perkins inquired about the library presence at the Regional Office of Education's Bi-County Teachers' Institute on Friday, 5 October 2018. He stated that he felt the Library should host a table at the event, rather than the presentation suggested at the previous meeting. The Library Director is unavailable on that date and would need volunteers to be present. He suggested that he would be able to get volunteers from the Retired Teachers Association for the Library Table. Elaine said she would contact the Illinois Heartland Library System (IHLS) for information on services available to the teachers through their local libraries, since there are several libraries located within the Bi-County region, and would coordinate with Ken on volunteers to staff the table.

The Illinois State Library (ISL) is currently offering a Live and Learn Construction Grant. The ISL Live and Learn Construction Grant is a matching grant, with funds up to $125,000 available for new construction and remodeling projects. In order to get the full match for this grant, the library would need to add $25,000 from Library Reserve Funds to Dorothy Dodge's $100,000 life insurance policy. The Library Director is working on gathering the information to apply for this grant, which is due 11 January 2019. The Library Board would need to decide whether or not to use reserve funds for this grant.

Ameren is also offering a lighting efficiency grant program. The Library is not eligible for this program since the City has its own electric service. The Illinois Municipal Electric Agency (IMEA) also has a lighting grant program similar to Ameren's. City Personnel stopped by the Library and determined that our interior lighting is not eligible for their program, however, the exterior lighting could be. In addition, the Library Director will inquire about the potentially using these funds for lighting in the lower level renovations.

The Board discussed the proposed meeting schedule beginning in October 2018 through December 2019. Both the November 2018 and the November 2019 meetings fall on legal holidays that the library observes. The Board discussed its options to accommodate meetings which fell on days the library is not open. It was noted that the meetings could be scheduled for the Tuesday following the closure, or the next Monday following the closure. The Board decided to set the schedule for 10/2018 – 12/2019 with the November meetings scheduled for the 3rd Monday of November 2018 and November 2019, and to address other instances as they occur. The date for the May meeting was also listed as the 12th, the Monday is actually the 13th. Sharon Glessner moved to adopt the Meeting Schedule for October 2018 through December 2019, as amended. Jim Hopkins seconded the motion. Motion carried.

As the restroom/kitchen renovations at Col. Morrison's home are finished, people have asked about the renovations and would like to see the finished results. It was suggested that Col. Morrison's home be decorated for the holidays and host an Open House during the City's Christmas Walk.

The next Morrison-Talbott Library Board of Trustees regular meeting is scheduled for Monday, 8 October 2018 at 6:30 p.m. in the library. Ken Perkins made a motion, seconded by Judi Tomlinson to adjourn the meeting. Motion carried. Meeting adjourned at 7:09 p.m.