

FONDULAC DISTRICT LIBRARY  
 BOARD OF TRUSTEES  
 MINUTES OF THE REGULAR MEETING  
 February 25, 2019

Members of the Fondulac District Library Board of Trustees met in regular session on Monday, February 25, 2019, in the Kolb Memorial Conference Room, 400 Richland Street, East Peoria, IL. President Lasswell called the meeting to order at 6:00 p.m.

On roll call, the following members were present: Mr. Cadwalader, Mrs. Cole, Mr. Grose, Mr. Lasswell, Mrs. Laredo, and Mr. Sherwood. Also present were Mrs. Buhr, Director, and Mrs. Geier, Business Manager. Mrs. Humphrey was absent.

M/S/P (Cadwalader/Sherwood) to approve the consent agenda, which includes the January 28, 2019, board meeting minutes and the approval of bills.

Treasurer's Report:

GENERAL FUND CHECKING

01/28/19 Balance	804,069.61
01/29/19 Deposit – Fines, fees, misc.	3,342.76
01/31/19 Interest – 185736	1,488.29
02/05/19 Ameren Illinois Payment	(6,803.42)
02/05/19 Comcast Cable Payment	(327.75)
02/05/19 Waste Management Payment	(158.16)
02/07/19 Checks issued – Payroll	(33,392.22)
02/11/19 Visa payment – Tammy’s card	(194.01)
02/12/19 Visa payment – Genna’s card	(277.24)
02/12/19 Deposit – Fines, fees, misc.	469.29
02/21/19 Checks issued – Payroll	(33,874.45)
02/21/19 Deposit – Fines, fees, misc.	672.15
02/21/19 Amazon.com Payment	(863.67)
02/22/19 Deposit – Fines, fees, misc.	1,138.29
02/22/19 Aflac payment	(202.28)
02/25/19 Checks issued – Bills	<u>(41,866.29)</u>
02/25/19 Balance	693,220.90

WORKING CASH FUND

01/28/19 Balance	214,058.74
01/31/19 Interest 185701	<u>272.41</u>
02/25/19 Balance	214,331.15

RESERVE FUND

01/28/19 Balance	1,821,771.10
01/31/19 Interest 185728	<u>2,318.39</u>
02/25/19 Balance	1,824,089.49

Mrs. Buhr reported that the drive thru will be closed on Tuesday, February 26, until 2:00 p.m. to have lighting installed above the drive-up windows.

Mrs. Buhr reported that all the study room construction is complete, and all the invoices have been submitted for payment. The total for the project is \$80,634, about \$20,000 less than we were anticipating.

Mrs. Buhr stated that the maintenance budget is a little high due to some unforeseen projects that have been completed, i.e. window repair, boiler flues. She stated that she would like to wait until the end of the fiscal year to see where the budget numbers are before transferring anything from the reserve fund.

Mrs. Cole asked for an update on the roof leak. Mrs. Buhr stated that a representative from the manufacturer and a different employee from Wyman Roofing Company came out to look at the roof. They stated they found an area that could be the cause of the leak and applied some caulk. Mrs. Buhr reported that the caulking job did not work as the roof leaked over the weekend.

Mrs. Buhr reported on library statistics.

Mrs. Buhr stated that she would like to start discussing the impact the new minimum wage law will have on the library. She said that since the first increase in the minimum wage will come half way through the next fiscal year and she needs to start working on the budget, she is looking for input from the board as to how they want to proceed. The board discussed the potential impact, but no decisions were made at this time.

Mrs. Buhr stated that she would like to begin discussion on the strategic plan. Mrs. Buhr stated that she has contacted Amanda Standerfer, a consultant that has worked with several local libraries, regarding what services she offers related to the strategic planning process. Mrs. Buhr stated that Ms. Standerfer offers a wide variety of services and fees, depending on what the library would be interested in. Mrs. Laredo asked how long our last strategic plan was projected for. Mrs. Buhr reported three years, and the library is in the third year. After discussion, the board decided to not hire a consultant at this time, but to consider having a board retreat to go over the current plan.

To meet FY20 Per Capita Grant requirements, the board discussed online archives that are offered.

M/S/P (Laredo/Sherwood) to approve the revision to the Study Room Policy.

M/S/P (Cadwalader/Laredo) to adjourn at 6:53 p.m.

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Secretary

Approved as \_\_\_\_\_  
March 25, 2019

Recorded by: Tamara A. Geier