

FONDULAC DISTRICT LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
October 31, 2016

Members of the Fondulac District Library Board of Trustees met in regular session on Monday, October 31, 2016. President Cole called the meeting to order at 6:03 p.m.

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

During public participation, Mr. Jorgensen informed the board about his environmental background and accomplishments.

M/S/P (Sherwood/Herring) to approve the consent agenda which includes the September board meeting minutes, treasurer's report and approval of bills.

Treasurer's Report:

GENERAL FUND CHECKING

09/26/16 Balance	1,125,947.91
09/26/16 IDES payment	(179.40)
09/28/16 Aflac payment	(217.74)
09/29/16 Deposit – Fines, fees, misc.	3,292.48
09/30/16 Interest 185736	347.43
10/03/16 Checks issued – Payroll	(31,573.74)
10/05/16 Waste Management payment	(202.15)
10/07/16 Ameren Illinois payment	(3,816.69)
10/07/16 Comcast Cable payment	(299.27)
10/11/16 Visa payment – Genna's card	(202.77)
10/11/16 Visa payment – Tammy's card	(135.34)
10/13/16 Deposit – Fines, fees, misc.	371.18
10/13/16 Deposit – Replacement Taxes	18,585.29
10/20/16 Check issued – Art work	(2,000.00)
10/20/16 Checks issued – Payroll	(32,017.87)
10/20/16 Deposit – Fines, fees, misc.	825.75
10/25/16 Amazon.com payment	(359.66)
10/26/16 Deposit – Fines, fees, misc.	913.44
10/27/16 Aflac payment	(217.74)
10/27/16 Deposit – Fines, fees, misc.	4,885.37
10/31/16 Checks issued – Bills	<u>(47,740.30)</u>
10/31/16 Balance	1,036,206.18

WORKING CASH FUND

09/26/16 Balance	209,206.11
09/30/16 Interest 185701	<u>65.34</u>
10/31/16 Balance	209,271.45

RESERVE FUND

09/26/16 Balance	1,852,615.59
09/30/16 Interest 185728	578.63
10/28/16 Transfer – Reserve to Enterprise	<u>(12,129.50)</u>
10/31/16 Balance	1,841,064.72

ENTERPRISE FUND

09/26/16 Balance	17,864.92
09/30/16 Interest 185698	5.58
10/28/16 Transfer – Donations to Enterprise	20,000.00
10/28/16 Transfer – Reserve to Enterprise	12,129.50
10/31/16 Check issued – Bill	<u>(50,000.00)</u>
10/31/16 Balance	0.00

Mr. Lasswell reported that Mrs. Geier made five authorized transfer in October. The first transfer was made on October 17 for \$2,000 from the donations account to the checking account, the second was made on October 28 for \$32,129.50 from the donations account to the enterprise fund, the third was on October 28 for \$32,129.50 from the enterprise fund to the donations account to reverse the previous transfer, the fourth transfer was on October 28 for \$20,000 from the donations account to the enterprise fund and the fifth transfer was on October 28 for \$12,129.50 from the reserve fund to the enterprise fund.

Mrs. Buhr reported that the library staff has attended several community events since the last board meeting and have talked to approximately 600 people during these visits. Mrs. Buhr informed the board that the new artwork above the fireplace will be installed on November 3.

Mr. Sherwood stated that he attended the East Peoria Chamber's Oktoberfest and was very impressed with the library's booth and staff.

Mrs. Buhr reported on monthly statistics and correspondence.

Mrs. Buhr updated the board on the solar panel project. She reported that she spoke with Oberlander Electric to ask if by installing solar panels, it would negate the warranty of any wiring/equipment that was installed during construction. She was told it would not as far as parts, but they couldn't guarantee the labor warranty. Mrs. Buhr informed the board that she looked into it and the labor warranty was only for one year. Mrs. Buhr stated that she and Mr. Mooty will speak again when there is more news.

M/S/P (Lasswell/Herring) to approve FY2016 audit. On discussion, Mrs. Cole stated that she read the audit and found it to be a clean audit.

M/S/P (Lasswell/Herring) to approve Resolution 16-291 to comply with the Government Travel Expense Control Act.

M/S/P (Lasswell/Laredo) to revise the Board Development and Reimbursement Policy. On discussion, Mrs. Buhr stated that the policy was revised to refer to Resolution 16-291 and its requirements.

M/S/P (Sherwood/Laredo) to approve Victims' Economic Security and Safety Act Policy. On discussion, Mrs. Buhr stated that this policy was brought to her attention through an email from Management Association. She informed the board that this policy is not a requirement, but feels that having it in our personnel policies would be helpful.

M/S/P (Lasswell/Sherwood) to approve the Security Camera Policy. On discussion, Mrs. Buhr stated that while speaking with our attorney regarding another matter, he asked about our security camera policy, which the library did not have; therefore, the attorney felt it was necessary that the library create this policy.

M/S/P (Lasswell/Herring) to go into Executive Session at 6:38 p.m. to discuss {5 ILCS 120/2 c (8)} Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. On roll call, all present voting yea.

M/S/P (Herring/Lasswell) to exit executive session and return to regular session at 7:06 p.m. On roll call, all present voting yea.

M/S/P (Sherwood/Herring) to adjourn at 7:07 p.m.

Secretary

Approved as _____
November 28, 2016

Recorded by: Tamara A. Geier