

FONDULAC DISTRICT LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
January 30, 2017

Members of the Fondulac District Library Board of Trustees met in regular session on Monday, January 30, 2017. President Cole called the meeting to order at 6:06 p.m.

On roll call the following members were present: Mrs. Cole, Mr. Grose, Mrs. Humphrey, Mr. Lasswell, and Mrs. Laredo. Also present were Mrs. Buhr, Director and Mrs. Geier, Business Manager. Mrs. Herring attended via teleconference. Mr. Sherwood arrived at 6:11 p.m.

M/S/P (Laredo/Grose) to approve the consent agenda, which includes the November 28, 2016 board meeting, the treasurer's report and the approval of bills.

Treasurer's Report:

GENERAL FUND CHECKING

12/21/16 Balance	930,448.57
12/23/16 Checks issued – Bills	(2,013.06)
12/29/16 Checks issued – Payroll	(32,038.18)
12/31/16 Interest 185736	373.53
01/03/17 Aflac payment	(326.61)
01/05/17 Waste Management payment	(206.41)
01/06/17 Ameren Illinois payment	(5,018.42)
01/06/17 Comcast Cable payment	(343.15)
01/09/17 Deposit – Replacement Taxes	18,379.37
01/10/17 Visa payment – Tammy	(66.95)
01/10/17 Visa payment – Genna	(76.96)
01/12/17 Checks issued – Payroll	(29,997.67)
01/13/17 Deposit – Fines, fees, misc.	442.64
01/20/17 Deposit – Fines, fees, misc.	811.45
01/25/17 Deposit – Fines, fees, misc.	2,867.39
01/26/17 Checks issued – Payroll	(31,619.68)
01/26/17 Aflac payment	(217.74)
01/26/17 Deposit – Fines, fees, misc.	764.55
01/26/17 Amazon.com payment	(586.02)
01/30/17 Checks issued – Bills	<u>(38,746.85)</u>
01/30/17 Balance	812,829.80

WORKING CASH FUND

12/21/16 Balance	209,404.37
12/31/16 Interest 185701	<u>65.40</u>
01/30/17 Balance	209,469.77

RESERVE FUND

12/21/16 Balance	1,842,237.51
12/31/16 Interest 185728	<u>575.38</u>
01/30/17 Balance	1,842,812.89

ENTERPRISE FUND

12/21/16 Balance	7.63
12/31/16 Interest 185698	<u>0.00</u>
01/30/17 Balance	7.63

Mrs. Buhr presented the library commercial that was created with the WMBD/FOX Media Grant that was awarded to a group of local libraries that pooled together for the application.

The board discussed the noise that has been coming from the duct work in the adult services department. Mr. Sherwood asked why the repair wouldn't fall under warranty. Mrs. Buhr reported that it is still being determined. She reported that ENTEC has been at the library to try to determine what is causing the sound and what the best option is to correct the problem. ENTEC has submitted a recommendation that would stop the sound, but may not fix the reason the noise is happening. Therefore, Mrs. Buhr doesn't feel there is enough information to make a final decision. She stated that she isn't ready to spend \$4,000 on work that may not fix the problem. Mrs. Buhr has also contacted Dave Wilson from CORE Construction, who was the construction manager on the building project. She reported that he came out, but the noise was not happening while he was in the building. Mrs. Buhr reported that Mr. Wilson asked to be contacted the next time the noise is heard and he will come out to see if he can figure out what may be the source of the noise. She assured the board that she will continue looking into the matter.

The board discussed a letter that was received regarding Sunday/overtime and how staff is compensated for those hours. Mrs. Buhr reported that she included the letter in the board packet along with her explanation of how the library compensates staff for Sunday hours worked. She explained that some of the information in the letter is not true. Mrs. Buhr clarified how staff members are compensated for Sunday hours. She stated that she looked at how to pay Sunday hours from a fiscal stand point as well as an employee morale stand point and found a balance that she felt would work best. Mrs. Buhr stated that she had not been approached about these concerns before the letter was received. She also stated that all staff that works service desks are required to work Sundays and that it is made clear when hiring new employees. After much discussion, the board decided not to make any changes as to how staff is compensated for Sunday hours worked. Mr. Lasswell did ask to see the library's policy on how the staff is to address the board.

Mrs. Buhr reported on library statistics. Mr. Lasswell stated that he likes the wireless printing.

M/S/P (Lasswell/Sherwood) to approve closing the Enterprise Fund checking account. Mr. Lasswell asked what would happen to the balance in the account. It was reported that it would be transferred into the general fund.

M/S/P (Lasswell/Humphrey) to keep the executive session minutes closed.

M/S/P (Lasswell/Sherwood) to approve the purchase of computers for the Youth Services Department. On discussion, Mrs. Buhr reported that there are 13 computers that will be replaced. The current computers were purchased while still at the old building for the adult department and are five years old. Mrs. Buhr stated that some of the computers will be repurposed for use in the circulation department.

M/S/P (Sherwood/Laredo) to adjourn at 6:48 p.m.

Secretary

Approved as _____
February 27, 2017

Recorded by: Tamara A. Geier